



# childrens chance

with Hugo's Fund

## APPLICATION FORM 2018

For office use only
£
Date
Chq. No.
Period to

You may photo-copy this form for extra copies but it will not be valid unless both sides are copied.

Please be aware that EVERY question and line below must be completed - we cannot process applications without full information. A person with parental responsibility must sign in the blue box below and a caring professional must give support for the application at the bottom of the page (see rule 2 overleaf).

Name and age of child .....

Is this the first application for this child? Yes / No

School (See Rule 3) .....

Home address/postcode/telephone (See Rule 4) .....

Name of applicant (this MUST be a person holding parental responsibility) .....

Address (if different from above) and telephone number .....

**Application supported by (name)** (See Rule 2) .....

**Position** (Head teacher/Social worker/Health visitor/ Ordained Minister/GP etc.) .....

**Professional address** .....

**Daytime telephone number** .....

What activity are you applying for? (See Rule 6 and Rule 7) .....

How long will it last (i.e. is it a one-off event or a course?)? .....

What will it cost? (See Rule 15) .....

Who should cheque be made payable to? (See Rule 12) .....

When ideally would you like the Childrens Chance award to take place? Is there any urgency? (See Rule 1 and Rule 5) .....

Which welfare benefits do the child's family/legal guardians receive? (See Rule 16) .....

**I accept the rules overleaf, I give consent for the data of the child named above to be processed, and I give consent for the child to take part in the activity applied for if the application is successful.**

**Signed (Applicant, who must be a person holding parental responsibility)**

**Date** .....

----- This section to be completed by Supporter -----

*Please write a short supporting statement - the purpose of this is to establish financial need. Thank you.*

Signed (Supporter) ..... Date .....

*Apply now - more than 95% of applications for a childrens chance award are successful*

# childrens chance

Registered Charity No: 1069104

## RULES 2018

1. The aim of the charity is to provide recreational, cultural and educational opportunities to children and young people within a thirty mile radius of Salisbury Cathedral who, for financial reasons, would not otherwise be able to access such activities. The Trustees will not consider reimbursing applicants for activities that have already been paid for or that have already taken place. Funding applications for activities that have already been booked will not usually be accepted, except in changed circumstances, if for example financial hardship has come about since booking an activity or school trip.
2. Applications for a *childrens chance* award should be made on the application form overleaf and must be **supported by** a caring professional such as a school headteacher, ordained minister, social worker, health visitor or GP. Other caring professionals such as those with a pastoral role in schools, professionals working in benefits agencies or charities supporting those in financial need are also welcome to support applications. *Application forms not signed by an authorised caring professional or only partially completed will not receive a response.*
3. Nominated children and young people should normally be in full time school or 6<sup>th</sup> form college education, this does not exclude home educated children or children attending independent schools. (Age range is typically 4 -18).
4. Nominated children should either reside permanently within a thirty-mile radius of Salisbury Cathedral or attend school within a thirty-mile radius of Salisbury Cathedral. Preference will be given to children who live or go to school in the city of Salisbury, which may generally be considered to be SP1 and SP2. Children and young people living or going to school in Pewsey, Marlborough or Devizes will also be given priority for support; these applications will be supported by **Hugo's Fund**. Applications for Hugo's Fund should also be made using the application form overleaf. (Information can be found at [childrenschance.co.uk/hugos-fund](http://childrenschance.co.uk/hugos-fund)).
5. Applications will be individually considered, and *childrens chance* awards will be made at the discretion of the Trustees. The following criteria will be applied; the date of the application, the resources available, the urgency of the application and the particular circumstances of the nominated child. Priority in all cases will be given to applications for 'sustainable' activities such as sports or music tuition. **Applications for school residential trips can only be considered when accompanied by the original letter from the school stating the date, duration, location and cost of the trip.** All applications should be made at least **14 days in advance** of either booking or starting the activity to allow time for the application to be processed.
6. The Trustees will not accept applications for activities considered to be dangerous or inappropriate, such as bungee jumping.
7. The Trustees are not able to accept applications for the purchase of material goods but can accept applications for equipment hire, such as a musical instrument. The cost of transport to an activity can also be considered but applicants will need to bear in mind that a receipt will be required e.g. a train or bus ticket.
8. The Trustees' decision is final.
9. Acceptance of a *childrens chance* award is at the applicant's and child's own risk. The Trustees accept no responsibility whatsoever and cannot be held liable in any way for any part of the service delivery, failure of service provision, or any associated injury whether personal, financial, permanent or fatal.
10. The application form **must be signed by a person holding parental responsibility** – this is to actively give consent for the child's data to be processed and for the child to take part in the activity applied for.
11. Acceptance of a *childrens chance* award (i.e. accepting the payment) constitutes acceptance of these rules.
12. Awards are payable by cheque direct to the service provider for which a receipt is requested for audit purposes. Cheques will not in any circumstances be made payable to the child's family. Those who fail to submit a receipt from the service provider are unlikely to be successful in any further applications for a *childrens chance* award.
13. Success in one application does not automatically guarantee success in another.
14. In most cases applicants will be required to make a small contribution - the Trustees will usually only consider funding a maximum of 95% of the activity applied for.
15. *Childrens chance* awards are paid for a fixed period such as 6 weeks, or termly, at the Trustees' discretion.
16. Applicants may be asked to provide proof of welfare benefits as evidence of financial hardship.
17. Service providers, such as music teachers or sports coaches, may be required to provide proof of professional occupational status.
18. The Trustees reserve the right to make whatever enquiries they deem necessary to process an application.

Please e-mail completed application form to [info@childrenschance.co.uk](mailto:info@childrenschance.co.uk) or send to 4 Victoria Road, Salisbury, SP1 3NG

Tel: 01722 415991 [www.childrenschance.co.uk](http://www.childrenschance.co.uk)

All applications are treated in confidence and all data is stored in compliance with the GDPR (2018)