Norwood Green Junior School

Financial Support Policy

Policy ratified by the GB: May 2026

Policy to be reviewed: May 2029

Rationale

The aim of this policy is to clarify, for staff and parents/carers, the financial help the school can give families who need it.

Support available from school

Laptops

What we can help with:

- We have laptops your child can borrow to do their homework
- We have about 25 laptops available
- These are **only for schoolwork and homework**, not for the whole family to use

If you are in need of a device for your child contact the school office. Parents must collect the laptop from the school office, sign an acceptable use agreement and return the device periodically to the school for inspection.

School Uniform

What we can help with:

- Second-hand school jumpers and cardigans at a **much lower price**
- Unbranded uniform (plain clothes without the school logo) - these cost less
- Free donated clothes if you really need help
- Emergency spare clothes if your child has an accident at school

All children should wear school uniform so they feel part of the school. If you need to change something small about the uniform, contact the school office

Help with School Costs

We try to keep trip costs low by using free buses when we can and choosing cheaper trips. We do give parents the options to pay in instalments of smaller amounts if they are experiencing financial hardship. Please contact the school office and we will help you make a payment plan.

Qualifying criteria

If you would like to discuss any financial support for school related costs, please contact the school office.

It is important to note that being eligible for Free School Meals is not sufficient grounds for financial support from the school and that families should be accessing the external support they are entitled to in addition.

External support accessible via school

This list is not extensive and will be reviewed regularly.

Free School Meals - for children if their family receive certain benefits or are being supported by the National Asylum Support Service (NASS).

https://www.hounslow.gov.uk/info/20025/schools_and_colleges/61/free_school_meals

Food Banks - There are a number of food banks operating in Hounslow, we mostly use the one located at St. Paul's Church in Hounslow West. They are accessed by referral only via the Pastoral Leader. There is more information about free food sources here:

https://www.hounslow.gov.uk/info/20209/community_hub/2296/free_food

Discretionary Local Crisis Payment (DLCP) - In exceptional circumstances a family may be able to apply for a Discretionary Local Crisis Payment (DLCP).

This payment varies in its amount but is available in times of crisis to:

- help those with exceptional financial pressures on households
- help when someone may be at serious risk
- help households following a stay in institutional or residential care and
- help households remain in the community instead of entering institutional or residential care

More information can be found here:

https://www.hounslow.gov.uk/info/20209/community_hub/2292/financial_support

Household Support Grant - LBH currently has funding for the Household Support Grant. The Household Support Grant provides households with payments to help with essentials such as food and utilities. The funding is available from April to March the following year and to qualify:

- This grant is available to anyone who is on a low income you do not need to be in receipt of benefits.
- You will need to provide proof of your utility bills showing that you are in arrears with your payments.
- If you are struggling to pay for food, you need to explain why you are unable to manage on the income you have.

You can apply for the Household Support Grant here:

https://www.hounslow.gov.uk/info/20004/community_and_living/2225/household_support_grant

The Isleworth & Hounslow Charity Ltd distributes one-off grants of up to £300 to individuals residing in the London Borough of Hounslow. Grants are awarded for 'relief in need' and 'relief of sickness':

http://www.iahcharity.org.uk/grants/

Thamesbank Credit Union - is a source of affordable credit, without the need for personal guarantees:

https://www.thamesbank.org/loans/

Charis Grants - operate a number of schemes to help families struggling with utility bills.

https://charisgrants.com/individuals/

Hounslow Community Transport - furniture recycling project is dedicated to redistributing reusable furniture and electrical household appliances to those who may otherwise struggle to afford such items.

http://hounslowct.org.uk/furniture-recycling/

Hounslow's Money Advice service - If a family is in financial trouble we can refer to Hounslow's Money Advice service on 020 8583 3783 or the National Debt Line on 0808 808 4000.

Children in Need Emergency Essentials Programme - The Pastoral Leader can refer families to BBC Children in Need Emergency Essentials Programme.

Citizen's Advice Bureau (CAB) - You do not have to be a UK citizen to get support from your local CAB; you just need to be a resident of the local area. The CAB can help you with:

- Getting benefits or other financial support organised
- Accessing support for essential costs (food, bills, rent)

Visit the Citizens Advice's website at www.citizensadvice.org.uk or contact your local branch to book an appointment:

Feltham Citizens Advice
2nd Floor,
The Centre High Street,
Feltham
TW13 4GU
0808 278 7830

Please read this document alongside:

- Charges Policy
- Uniform Policy