

Harpsden Pre-School Bursary Fund Scheme

What is the Bursary Fund?

The Bursary Fund is provided by the John Hodges' Trust for Harpsden Hall and Harpsden Pre-School for the benefit of local families in the Harpsden and Henley-on-Thames area. It is intended for families who are in need of financial assistance to enable their child or children to attend Harpsden Pre-School.

Who provides the funds and how much is available?

The Fund is provided jointly by the John Hodges' Trust for Harpsden Hall and Harpsden Pre-School who will both make £500 available for 3 years from September 2014. A total bursary fund of £1,000 per year.

Depending on the number of successful applications the funds may be spread over many different families rather than paying outright a whole year's fees (or as near to as funds allow) for just one family.

Who is eligible?

Any family who feel they have a case for receiving assistance can apply for financial support from the fund.

The following families have been identified as likely applicants:

- More than one child attending the Pre-School at the same time
- Income Support
- Income based Job seekers allowance
- Income-related Employment & Support Allowance or Incapacity Benefit
- Support under Part V1 of the Immigration & Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit, provided they are not entitled to Working Tax Credit and have an
- Annual income (as assessed by HM Revenue and Customs) that does not exceed £16,190
- Working Tax Credit during the four week period immediately after their Employment finishes or after they start work less than 16 hours per week.
- Universal Credit

Families must live in the local area or have strong connections to Harpsden Parish.

How do applicants apply?

Applicants complete the application form which can be found on the Pre-School website and submit it to: The Bursary Committee, c/o The John Hodges Trust for Harpsden Hall and Harpsden Pre-School, Harpsden Hall, Harpsden, Henley on Thames RG9 4HH.

Applications cover one academic year. Applications must be completed for subsequent academic years if required.

How and who makes a decision?

Each application will be assessed by representatives of the John Hodges' Trust for Harpsden Hall in conjunction with representatives of the Harpsden Pre-School Committee.

A decision will be made within one month of receipt of the application form.

If an applicant does not agree with the decision made they can appeal in writing and the appeal will be considered at the next Trust and Pre-School committee meetings. The decision made thereafter is final.

The bursary is given at the absolute discretion of The John Hodges' Trust for Harpsden Hall and Harpsden Pre-School. Meeting any of the above criteria above does not mean an automatic entitlement to the bursary.

The John Hodges' Trust for Harpsden Hall and Harpsden Pre-School reserve the right to withdraw or review the bursary scheme at any time.

Payment of the fund

If an applicant is successful in receiving funding the amount allocated will be automatically deducted from the quarterly invoices and spread over the academic year.

Review of the scheme

The scheme will be reviewed on an annual basis to assess how well it is working. The Trust and the Pre-School reserve the right to make any necessary changes to the process or funding or to stop it entirely.