



## INFORMATION FOR SCHOOLS



### WHAT IS IT?

A hardship fund of £23,000 has been made available by Newport City Council for the financial year 2017-2018, to benefit pupils who are participating in Gwent Music tuition.

### WHO IS IT FOR?

The fund is available to students who are on the **Free School Meals register**. Other criteria will be considered such as good attendance at school, etc. Poor attendance at lessons may result in future applications being declined. The Head Teacher/Classroom Teacher must sign the application by way of agreeing to and approval.

### HOW MUCH CAN BE APPLIED FOR & WHEN SHOULD PEOPLE APPLY?

Applications can be made up to a maximum of £100 per child per term and can be used towards Gwent Music lessons (individual tuition or school based) or attendance at a Music Centre where a termly fee is applicable. A balance payment may be required in the case of some types of tuition.

A new application is required per child per term.

### WHERE DO PARENTS SEND THEIR APPLICATION?

Forms need to be sent to Gwent Music HQ as soon as possible:

**Gwent Music, Malpas Court Primary School Grounds, Whittle Drive, Newport, NP20 6NS.**

Alternatively, completed forms, including signatures, can be scanned and e-mailed to [gwent.music@newport.gov.uk](mailto:gwent.music@newport.gov.uk)

### WHAT IF AN APPLICATION IS UNSUCCESSFUL?

Applications will be granted on a first come first served basis and once the full fund has been allocated, there will be no further funding available within that financial year. Availability of the fund is subject to approval each new financial year by Newport City Council.

### WHAT DO WE NEED TO DO?

Schools are requested to support and promote the scheme as much as possible including the distribution of 'Parents Information' and 'Application Forms' (these are also available from GM). **Each application requires the Head Teacher or Class Teacher signature by way of approving the application and confirming that the child is on the Free School Meals Register.** That's it!

GM will administer the scheme and application of funding, therefore all fully completed and signed application forms need to be returned by the applicant to GM as soon as possible.

If the funding is to cover school based lessons (bought in by the school from GM) then GM support staff will organise a journal transfer of the funds to the school budget.

If you require more information please contact Gwent Music on 01633 210800 [gwent.music@newport.gov.uk](mailto:gwent.music@newport.gov.uk)