



The St Michael Family Fund Policy

1. Purpose

The St Michael Family Fund exists to offer compassionate, dignified, and confidential support to families in acute financial need, helping to ensure no child is deprived of the essentials required to thrive at school. The fund serves to uphold the dignity of each individual and strengthen our school community by responding swiftly and directly to urgent needs.

2. Scope

The Fund is available to all families with children currently enrolled at the School and Nursery, regardless of background or circumstance, where acute financial hardship is demonstrably affecting the child's access to a full and inclusive educational experience. The Fund will be dependent on donations from partner organisations and parent/carers contributions.

3. Guiding Principles

- **Confidentiality:** All applications and grants will be treated in the strictest confidence.
- **Dignity:** The process is designed to be respectful, compassionate, and free from stigma.
- **Timeliness:** Support will be provided quickly to ensure families receive help when it is most needed.
- **Need-Driven:** Allocation of funds will be based solely on need, not on academic performance, behaviour, or any other criteria.

4. Eligible Support

Examples of eligible support through the Fund may include (but are not limited to):

- Assessments for potential SEND needs, not easily accessible through the school, Local Authority or NHS. This could include dyslexia assessments, other educational psychologist assessments / reports
- School uniform, PE Kit and shoes
- Contributions to school trips, educational visits, or enrichment activities
- Resources to support learning at home
- Transport to or from school



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5. Application Process

Families may apply directly via a short, confidential application form available on the website. Staff may also nominate a child with the knowledge and consent of the family. Applicants will be asked to outline the nature of the hardship. While detailed financial documentation is not required, the school may request basic confirmation of need to ensure appropriate allocation of funds.

A designated panel consisting of the Headteacher, Deputy Headteacher, SENDCo and School Business Manager will review applications, drawing on information from other leaders as required. Decisions will typically be made within 5 working days.

6. Fund Administration

The Family Fund will be maintained separately from the school's general budget and public funding. 100% of donations will go directly to support families in need. Disbursements will be recorded for audit purposes but anonymised in any public or financial reporting. An annual internal review will be conducted to assess the effectiveness of the Fund and identify any patterns or gaps in need, without compromising confidentiality.

7. Donations

Members of the school community are encouraged to donate via Scipay. All contributions are voluntary and will be used exclusively for the purposes outlined above. The school will also actively promote this Fund to local partners / charitable organisations to increase donations.

8. Communication and Awareness

The Fund will be communicated to families via newsletters, the school website, and staff, with an emphasis on availability, confidentiality, and dignity. Staff will be briefed to recognise signs of financial stress and to sensitively direct families to support. ***This does not replace PPG funding or the process for applying for FSM, which remains the primary source of funding for the school to provide targeted support.***

9. Monitoring and Evaluation



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The impact of the Fund will be assessed qualitatively through anonymised feedback and pastoral outcomes. The School will publish a brief annual statement summarising how the Fund was used, without revealing personal details.

10. Linked Policies

The Family Fund Policy is closely linked to and informed by the following school policies: Safeguarding and Child Protection Policy; Equality Policy; Pupil Premium Policy.



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