

DATE APP FORM RECEIVED

DATE APP ASSESSED

DECISION TAKEN

TSCT REFERENCE



## TREWAN SANDS CHILDREN'S TRUST APPLICATION FORM

(TO BE COMPLETED BY THE FAMILY)

Trewan Sands Children's Trust considers a family to consist of dependant children and those who care for them. Carers can be parents, grandparents, guardians and others with caring responsibilities. Please note that we provide holidays for the whole family.

**ALL OUR HOLIDAYS ARE GIVEN ON A STRICTLY FIRST COME FIRST SERVED BASIS AND ARE DEPENDANT ON FUNDING**

**ALL SECTIONS OF THIS FORM MUST BE COMPLETED IN FULL TO ENABLE US TO PROCESS YOUR APPLICATION, FAILURE TO COMPLETE ANY SECTION WILL RESULT IN THE FORM BEING RETURNED UN-PROCESSED**

SECTION 1 <b>DETAILS OF FAMILY</b> <b>PLEASE LIST ALL MEMBERS OF THE PARTY AS ADDITIONAL PEOPLE CANNOT BE ADDED LATER</b>			
FIRST NAME	FAMILY NAME	DATE OF BIRTH	POSITION IN FAMILY

  

SECTION 2 <b>CONTACT DETAILS OF FAMILY</b>	
<b>ADDRESS:</b> _____ _____ <b>POSTCODE</b> _____	<b>HOME TEL NO:</b> _____ <b>MOBILE NO:</b> _____
<b>EMAIL ADDRESS:</b> _____	
<b>IN WHICH LOCAL AUTHORITY AREA DO YOU LIVE?</b> (WE NEED THIS INFORMATION AS SOME OF OUR FUNDING IS FOR SPECIFIC AREAS)	
_____	

**SECTION 3**

**MEETING OUR CRITERIA**

FAMILIES WILL NOT BE ELIGIBLE UNLESS THEY MEET THE FOLLOWING TREWAN SANDS CHILDREN'S TRUST CRITERIA. **WE ARE ONLY ABLE TO OFFER HOLIDAYS WHERE THE CHILD LISTED IN SECTION 4 IS UNDER THE AGE OF 18 AT THE TIME OF THE HOLIDAY**

**1. WE ARE ON LOW INCOME AND RECEIVE ONE OR MORE OF THE FOLLOWING**

- |                             |     |                      |     |
|-----------------------------|-----|----------------------|-----|
| CHILD BENEFIT               | [ ] | WORKING TAX CREDIT   | [ ] |
| COUNCIL TAX BENEFIT         | [ ] | HOUSING BENEFIT      | [ ] |
| INCOME SUPPORT              | [ ] | JOBSEEKERS ALLOWANCE | [ ] |
| DISABILITY LIVING ALLOWANCE | [ ] | INCOME UNDER £20,000 | [ ] |

**2. The family has not had a Holiday in the last 3 years [ ]**

**3. If you have had a holiday in the last 3 years please give details \_\_\_\_\_**

\_\_\_\_\_

**SECTION 4 DETAILS OF PERSONS WITH DISABILITIES / SPECIAL NEEDS**

CHILD'S NAME

CHILD'S NAME

**PLEASE EXPLAIN IN DETAIL SPECIAL NEEDS OR DISABILITY & ANY ADDITIONAL SPECIAL REQUIREMENTS**

**WE NEED A HOLIDAY BECAUSE** IN YOUR OWN WORDS PLEASE SAY WHY YOU THINK THE HOLIDAY WILL BENEFIT YOUR FAMILY

**SECTION 5**

**HOLIDAY DATES REQUESTED: PLEASE GIVE 3 DATES** please note if you choose peak time you may be allocated a 3 or 4 night break instead of a 7 night break, you can download an application form to take your child out of school on our website) **YOU MUST PROVIDE US WITH 3 DATES TO ENABLE US TO PROCESS YOUR APPLICATION**

**The majority of the breaks we offer are during school term-time. We recommend that the family seeks permission to take their child(ren) on holiday during term time. An application form to obtain permission can be downloaded from our website.**

**1.** \_\_\_\_\_ **2.** \_\_\_\_\_

**3.** \_\_\_\_\_

**SECTION 6**

**PLEASE CHOOSE YOUR FAVOURITE 3 HOLIDAY DESTINATIONS FROM THE FOLLOWING OR CIRCLE THE NARROWBOAT AS YOUR 1<sup>ST</sup> CHOICE** (WE ENDEAVOUR TO MATCH YOUR CHOICES WHEREVER POSSIBLE HOWEVER WE CANNOT BE HELD RESPONSIBLE FOR CENTRES AND DATES THAT ARE UNAVAILABLE, IN THESE CIRCUMSTANCES WE WILL CONTACT YOU AND ARRANGE AN ALTERNATIVE DATE OR DESTINATION) PLEASE ALSO NOT THAT THE NARROWBOAT HOLIDAYS GET BOOKED VERY EARLY IN THE SEASON SO PLEASE ALSO CHOOSE ANOTHER DESTINATION

**MARTON MERE HOLIDAY PARK (short breaks and 7 nights depending on availability)**

Deluxe holiday homes at scenic Marton Mere, just outside Blackpool

If you would like a self-catering break, these superbly appointed holiday homes could be just the thing. They sleep up to six, have central heating and all the mod cons, fully accessible, and overlook the beautiful lake and wildlife area at this popular resort.

We can also supply any specialist equipment you may require, including hoists, cot-sides, raised toilet seats, commodes and roll in shower chairs.

**ST ANNE'S HOTEL, St Anne's on Sea, Fylde Coast (short breaks of 3 & 4 nights depending on availability)**

Recently refurbished to the highest possible standard, this stylish 26-room hotel overlooks the sea, and offers a choice of luxurious wheelchair-accessible accommodation - from single rooms up to 3-room suites. The new Bond Hotel, St Anne's is the ideal venue for those looking for the chance to unwind in style.

**Narrow Boat Holiday on the Lancaster Canal (short breaks of 3 & 4 nights depending on availability)**

Family Breaks for up to 6 people on the "Margaret Kane", a wide beam canal boat purpose built in 2007 providing easy wheelchair and disabled access. It is moored at Barton Grange Marina near Garstang on the Lancaster Canal.

The boat is skippered during the day and moored in the evenings leaving you to enjoy your family time.

**Please choose ONE other holiday destination from the list below :**

- |             |                  |
|-------------|------------------|
| Scotland    | East of England  |
| Mid Wales   | Heart of England |
| North Wales | North of England |
| South Wales | South of England |

From the above please choose your favorite 3 Holiday Destinations:-

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**WILL YOU REQUIRE WHEELCHAIR ACCESS**

**YES / NO**

## PREVIOUS APPLICATIONS

HAVE YOU APPLIED TO TREWAN SANDS CHILDREN'S TRUST BEFORE: YES / NO

IF YES, DID WE OFFER YOU A HOLIDAY YES / NO

IF YES WHICH YEAR \_\_\_\_\_

**YOU WILL BE REQUIRED TO TAKE OUT CANCELLATION INSURANCE FOR THE DURATION OF YOUR HOLIDAY AT YOUR OWN EXPENSE. PLEASE NOTE THAT HOLIDAYS WILL NOT BE OFFERED WITHOUT INSURANCE. PLEASE CONTACT US IF YOU REQUIRE ASSISTANCE IN BOOKING YOUR INSURANCE.**

## FAMILY DECLARATION

PLEASE TICK TO SHOW THAT YOU HAVE READ THE INFORMATION AND ACCEPT OUR TERMS AND CONDITIONS. PLEASE NOTE THAT WITHOUT THIS AGREEMENT WE CANNOT CONSIDER THE APPLICATION

- WE AGREE THAT THE INFORMATION PROVIDED IS CORRECT AND THAT COMPLETING THIS FORM DOES NOT GUARANTEE US A HOLIDAY
- WE WILL NOTIFY TREWAN SANDS CHILDREN'S TRUST IMMEDIATELY IF WE ARE UNABLE TO TAKE UP THE OFFER OF THE HOLIDAY OR IF WE NEED TO CANCEL. (FAILURE TO INFORM TREWAN SANDS CHILDREN'S TRUST OF CANCELLATION COULD RESULT IN YOU BEING INVOICED FOR THE FULL COST OF THE HOLIDAY).
- WE WILL TAKE OUT CANCELLATION INSURANCE AND NOTIFY TREWAN SANDS CHILDREN'S TRUST OF THE TRAVEL INSURANCE COMPANY AND POLICY No PRIOR TO THE HOLIDAY. IF TREWAN SANDS CHILDREN'S TRUST IS NOT NOTIFIED OF THE TRAVEL INSURANCE WITHIN ONE MONTH PRIOR TO YOUR HOLIDAY THE HOLIDAY WILL AUTOMATICALLY BE CANCELLED.
- WE WILL COMPLETE AND RETURN A TREWAN SANDS CHILDREN'S TRUST FEEDBACK FORM WITHIN FOUR WEEKS OF TAKING THE HOLIDAY.

NAME: \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

## PUBLICITY AGREEMENT TO BE READ AND SIGNED BY PARENT / GUARDIAN

**PLEASE NOTE ANY FEEDBACK AND PHOTOGRAPHS ARE USED EXCLUSIVLY FOR TREWAN SANDS WEBSITE & NEWSLETTERS, THIS ENABLE'S US TO GENERATE FUNDING WHICH IS ESSENTIAL TO ENABLE THE CHARITY TO CONTINUE OFFERING HOLIDAYS**

TREWAN SANDS CHILDREN'S TRUST NEEDS TO COLLATE INFORMATION TO HELP WITH FUTURE FUNDRAISING. OCCASSIONALLY WE REQUIRE PHOTOGRAPHS AND STORIES TO USE ON OUR WEBSITE AND NEWSLETTERS OR FOR OTHER PURPOSES WE DEEM NECESSARY. THIS WILL RAISE OUR PROFILE WHICH COULD HELP US TO ASSIST MORE FAMILIES. WE WILL, WHERE POSSIBLE CONTACT YOU PRIOR TO THE RELEASE OF SUCH WORK.

WE AGREE TO OUR DETAILS AND HOLIDAY FEEDBACK BEING USED IN THIS WAY.

I AGREE / DO NOT AGREE (PLEASE DELETE AS APPROPRIATE) NAME: \_\_\_\_\_

SIGNED \_\_\_\_\_ DATE: \_\_\_\_\_

IF YOU HAVE HOLIDAY PHOTOGRAPHS THAT YOU ARE HAPPY FOR TREWAN SANDS CHILDREN'S TRUST TO USE PLEASE FORWARD THEM TO US. PLEASE NOTE ALL ORIGINAL PHOTOGRAPHS WILL BE RETURNED.

BY SIGNING THIS AUTHORISATION FORM, YOU ACKNOWLEDGE THAT YOU HAVE READ, UNDERSTOOD AND AGREE TO THE CONDITIONS OF THE PUBLICITY AGREEMENT. If you are in doubt please contact us.

## TO BE COMPLETED BY THE REFERRING AGENT

WE ARE UNABLE TO PROCESS APPLICATIONS WITHOUT THIS SECTION OF THE FORM

YOUR NAME: \_\_\_\_\_

YOUR JOB TITLE: \_\_\_\_\_

NAME OF YOUR ORGANISATION / AGENCY: \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

OFFICE NO: \_\_\_\_\_ MOBILE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

TYPE OF ORGANISATION PLEASE SELECT ONE OF THE FOLLOWING

- CHARITY  SCHOOL
- DISABILITY UNIT  SOCIAL SERVICES
- OTHER PLEASE SPECIFY E.G: HEALTH PROVIDER \_\_\_\_\_

HOW DID YOU HEAR ABOUT TREWAN SANDS CHILDRENS TRUST?

- USED US BEFORE  Via A FAMILY
- Via A COLLEAGUE  GENERAL PUBLICITY
- OTHER PLEASE SPECIFY \_\_\_\_\_

PLEASE NOTE THAT FAMILIES WILL BE REQUIRED TO TAKE OUT TRAVEL INSURANCE FOR THE DURATION OF THEIR HOLIDAY AT THEIR OWN EXPENSE. HOLIDAYS WILL NOT BE OFFERED WITHOUT INSURANCE.

TREWAN SANDS CHILDREN'S TRUST DEPENDS ENTIRELY ON FINANCIAL CONTRIBUTIONS. WOULD YOUR ORGANISATION BE WILLING TO CONTRIBUTE TO TREWAN SANDS CHILDREN'S TRUST FOR FAMILY HOLIDAYS? (CHARITIES ARE EXEMPT FROM THE ABOVE)

WE WILL DONATE £ \_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_ NAME: (PLEASE PRINT) \_\_\_\_\_

THANK YOU VERY MUCH FOR YOUR INFORMATION. PLEASE SEND THIS APPLICATION FORM TO:  
TREWAN SANDS CHILDREN'S TRUST, PENNINE HOUSE, PENNINE BUSINESS PARK HEYWOOD. OL10 2TL  
TEL: 01706 369503 FAX: 01706 369503 [www.tsctrust.org](http://www.tsctrust.org) email: [info@tsctrust.org](mailto:info@tsctrust.org)