

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 dependent 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 DETAILS OF FAMILY PLEASE LIST ALL MEMBERS OF THE PARTY AS ADDITIONAL PEOPLE CANNOT BE ADDED LATER			
FIRST NAME	FAMILY NAME	DATE OF BIRTH	POSITION IN FAMILY

SECTION 2 CONTACT DETAILS OF FAMILY	
ADDRESS: _____ _____ POSTCODE _____	HOME TEL NO: _____ MOBILE NO: _____
EMAIL ADDRESS: _____	
IN WHICH LOCAL AUTHORITY AREA DO YOU LIVE? (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 ILLNESS/ 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 DETAILS BELOW: (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 2 OTHER DESTINATIONS

1. 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. The Margaret Kane comes highly recommended by our families as being very relaxing and educational and great fun for the family as you even get to steer the boat!

2. RIBBY HALL VILLAGE, Fylde Coast (short breaks of 3 & 4 nights or a full week depending on availability)

We have recently teamed up with the 5* Ribby Hall Village which is open 365 days a year.

Ribby Hall Village is set in over 100 acres of beautiful Lancashire countryside and lies approximately 7 miles east from the bright lights of Blackpool in the small rural village of Wrea Green. Ribby Hall Village is easily accessible via road, rail, bus and by foot. Please see their website for further information www.ribbyhall.co.uk

3. THE DAISY CHAIN PROJECT, Kensington Court, 310 Highfield Road, Blackpool

Kensington Court, which accommodates the Daisy Chain Project is a purpose built block of ten 2 bedroomed apartments sleeping upto 5 people, centrally heated and with its own car park, situated in the South Shore area of Blackpool. The apartments are themed to include Seaside Dreams, Bluebell Wood, The Builder's Yard, Animal Kingdom, Bunnies' Burrow, Enchanted Forest, Planet Suite and The Wizards Wardrobe. Four apartments are on the ground floor giving wheelchair access. For more information please visit their website www.kensingtonfoundation.com (please note the booking fee would be paid by Trewan Sands)

We primarily use either Haven (www.haven.com) for other holiday destinations. Brochures can be picked up from most Travel Agents or you can view their website.

TO MAKE YOUR APPLICATION EASIER TO PROCESS PLEASE CHOOSE YOUR 3 FAVOURITE HOLIDAY PARKS EITHER FROM THE 3 LISTED ABOVE OR FROM HAVEN.

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

1. _____

2. _____

3. _____

WILL YOU REQUIRE WHEELCHAIR ACCESS YES / NO

OR JUST RAMP ACCESS YES / NO

SECTION 7

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 ORIGINAL PHOTOGRAPHS WILL BE RETURNED ON YOUR REQUEST.

As we are self funded we rely on feedback and photographs to help us to gain more funding to carry on providing these holidays. Any additional feedback is greatly appreciated. Please also feel to follow us on Facebook www.facebook.com/trewan.trust and Twitter @TSCTrust.

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 _____

NAME OF CHILD/REN _____

AGE OF CHILD/REN _____ BRIEF DETAILS OF ILLNESS/DISABILITY _____

HOW DID YOU HEAR ABOUT TREWAN SANDS CHILDRENS TRUST?

USED US BEFORE

Via A FAMILY

Via A COLLEAGUE

GENERAL PUBILICITY

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 THIS FAMILIES HOLIDAY? (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, PILSWORTH ROAD, HEYWOOD. OL10 2TL
TEL: 01706 369503 www.tsctrust.org email: info@tsctrust.org