**THE BERKSHIRE OUTDOOR EDUCATION TRUST LTD**

Company Number 1552523: Charity Number 282343

From the Hon Company Secretary: Sandy Reid

**Pro-forma to be completed to obtain a grant in the 2024-25 Academic Year**

1. **Name and full postal address of School/Institution**

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1. **Name of Headteacher**

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1. **Name of staff member making application (if not Headteacher)**

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1. **Contact telephone number and e-mail address**

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1. **Trip or visit**
2. Centre being visited (including address)

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1. Date and length of visit

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1. Number and ages of those attending

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1. **School Context**
2. Percentage in receipt of Free School Meals (FSM)

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| --- | --- |
| Whole School |  |
| Cohort going on the trip |  |

1. Percentage of Disadvantaged Children (i.e. Pupil Premium or are classed as 'Looked After Children')

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| --- | --- |
| Whole School |  |
| Cohort going on the trip |  |

1. **All schools must complete a post-visit evaluation. Please state who will be supplying this.**

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1. **Use the space overleaf to provide information about any other challenges the school faces and the benefits the children will gain as a result of receiving a grant.**

**Additional Information**

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*NB. The level of grant made by the Trust will typically depend on the above factors as well as the number of participants.*

**Please return the completed form to Sandy Reid, 78/80 High Street, Watton at Stone, Hertford SG14 3TA  or Email to** [**reidsandy@btinternet.com**](mailto:reidsandy@btinternet.com) **by the 30th May.**