

NATIONAL POLICE FUND EDUCATION SCHEME

A. Purpose

The purpose of the Education Scheme approved by the Board of Trustees of the National Police Fund is to provide financial assistance, in the form of grants, to the children of past or present members of a police force who are undertaking a course of higher education.

B. Condition of eligibility for grants

Grants may only be made -

- (1) to children of past or present members of a police force;
- (2) in respect of the education of a child who has attained the age of 16 and is pursuing a course of further (eg university, technical or professional) education; (not A levels)
- (3) in respect of educational courses covering not less than one full educational year;
- (4) in respect of strictly educational expenditure;
- (5) in cases where the necessary assistance cannot be obtained from education authorities or other sources.

C. Conditions of award of grants

Applications for the award of a grant will only be considered if-

- (1) the student has obtained the promise of further education and is considered to be capable of benefiting fully from the course proposed. Applications should therefore be accompanied by
 - (i) evidence of academic attainment (eg examinations passed, awards gained);
 - (ii) a reference from the head of the student's school, or other educational establishment or tutors, indicating that the student shows the necessary ability and promise for the course proposed;
- (2) the student is in need of financial help. The financial circumstances of the student's family are therefore taken into account, together with the nature and cost of the course proposed. Awards will not be made where the annual family income exceeds £30,000 unless there are exceptional circumstances.

D. Applications for Grants

Applications for grants should be made for the educational year beginning with the autumn term and made in sufficient time to reach the Secretary of the Fund by **20th September**.

E. Application should be forwarded by Chief Officers to the Secretary of the National Police Fund, 3 Mount Mews, High Street, Hampton, TW12 2SH.

No application can be considered in the absence of a recommendation from the Chief Officer on the form. Applications will be returned if any of sections 10-13 are not signed. All questions should be answered or marked as not applicable.

F. A separate form must be completed and forwarded in respect of each student on whose behalf the application is made.

G. Applications for renewal of existing grants

No grants will be renewed except on a specific recommendation in favour of renewal, by the Chief Officer. Before recommending renewal, Chief Officers should satisfy themselves that -

- (1) the education of the student is to continue for a further year on the lines contemplated when the grant was originally made;
- (2) the student is deriving full benefit from the education received; and
- (3) there has been no change in circumstance which calls for withdrawal or reduction in the amount of the grant.

H. Grants

The financial resources available to the Educational Scheme are limited. The amount of grant awarded is determined according to the needs of individual cases subject to a present maximum of £1000. It follows that grants under the Education Scheme can make only a limited contribution towards the cost of a course of higher education: the bulk of the costs must be met from other sources.

I. Chief Officers are informed whether or not a grant has been awarded to an applicant. Grants are made for one educational year (beginning in the autumn term). They will be paid in one lump sum in the following January (after the Education Grant Meeting in October).

J. Form

A form must be fully completed and signed appropriately for grants to be considered.

Where one parent is living apart from the dependent it should be made clear what level of financial support they are providing for the household. Reasons for any absence of financial support should be given.