

A guide on how to apply for a **School Clothing Grant**



Aberdeenshire
COUNCIL



Am I entitled to a School Clothing Grant?

School Clothing Grants will normally be made to parents / guardians in receipt of the following:-

- Income Support (IS)
- Income based Job Seeker's Allowance (JSA)
- Any income related element of Employment and Support Allowance
- Child Tax Credit (but not Working Tax Credit) and their annual income is less than £15,860 (with effect from April 6, 2011)
- If a parent is receiving both maximum Child Tax Credit and maximum
- Working Tax Credit and their annual income is less than £6,420 (with effect from April 6, 2011).

You may also be eligible if you are an asylum seeker receiving support under Part VI of the Immigration and Asylum Act 1999.

Contribution based job seekers allowance is not an eligible criteria for School Clothing Grants

How old does my child have to be?

Clothing grants are available for all school aged children from Primary 1 upwards from the time they start at an Aberdeenshire Council School until they reach their official leaving date.



Where can I obtain a School Clothing Grant Application Form?

If you are claiming housing and/or council tax benefit, you are not required to complete a separate application form. We will contact you directly about a school clothing grant. The information you have already supplied will be used to assess your entitlement for a school clothing grant. If we do require any further information we will write to you about this.

If you are not claiming housing / council tax benefit, you can obtain an application form at your child's school or by contacting your local benefit office as listed on the reverse of this leaflet.

Alternatively you can call the benefits section on 08456 08 01 49 or e-mail benefits@aberdeenshire.gov.uk

How much will be awarded?

At present an award of £50 per child is made per financial year (1 April to 31 March). The first School Clothing Grant payments are made on or around 20 August each year. Please note, no payments are made between 1 April and 20 August.

If you apply between 20 August and 31 March, payments are made on a monthly basis and we will advise you of the payment date.

All payments are made direct to your bank account.



Do I have to give any additional information?

If you are not claiming housing / council tax benefit you will need to provide proof of your income with your application form.

If you are in receipt of any type of Tax Credits **we will require a copy of your Tax Credit Award Notice**. HM Revenue and Customs send this to you.

Do I have to purchase a school uniform?

Parents / guardians are strongly encouraged to purchase clothing which meets the schools dress code. Some items of school clothing can be purchased from your child / children's school.

Who do I send my completed application form to?

Completed application forms must be returned to the Benefits Section at the following address:

Aberdeenshire Council PO Box 18533 Inverurie AB51 5WX

Alternatively, you can submit your form to your local benefit office.

What happens to the information I give?

All the information you provide is treated with the strictest confidence and is only held by the benefits section.

Original documentation which you provide with your application will be returned to you.

Free School Meals are also available to children whose parents are in receipt of Income Support or certain other benefits. Application Forms and information Leaflets are available from your child's school, or your local benefits office.

However, if you are receiving housing/council tax benefit, you will also be considered for free school meals.

If you have any difficulties in reading this leaflet
please contact your child / children's school

**For further information on Aberdeenshire Council School
Clothing Grants please contact your local benefits office:**

Telephone: 08456 08 01 49

e-mail: benefits@aberdeenshire.gov.uk

Town House
Low Street
Banff
AB45 1AY

Gordon House
Blackhall Road
Inverurie
AB51 3WA

16-22 Allardice Street
Stonehaven
AB39 2BR

88 Commerce Street
Fraserburgh
AB43 9LP

Baltic House
51 Broad Street
Peterhead
AB42 1JL