



Application form for Subsidised Psychotherapy

We are delighted to be able to offer subsidised psychotherapy through The Sea Change Trust. We can offer this due to the kind support of individuals and organisations who donate towards our work. We ask anyone who would like to access subsidised psychotherapy to complete the following application form.

Please complete the form and sign the declaration and return to The Sea Change Trust, using the details below.

PERSONAL DATA

We are committed to protecting your personal data in accordance with the provisions of the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. Your data will be: (a) used lawfully, fairly and in a transparent way; (b) collected only for valid purposes and not used in any way that is incompatible with those purposes; (c) relevant to the purposes we have told you about and limited only to those purposes; (d) kept only as long as necessary for the purposes; and (e) kept securely.

- We will use personal data provided to us, either in this application form or otherwise as part of the application process, in the following ways:
- We will use the information given on your application form (and any supplementary information submitted by you) in order to carry out background and reference checks (where applicable) and to decide whether to make an award to you.
- We will use your contact details in order to communicate with you about progress with your application.
- We may use your contact details to send you updates about our work which we think may be of interest to you.

Sharing Your Personal Information

We may share your personal data with our trustees as part of the application process. We may also share your personal data with certain third parties, including service providers who provide IT and system administration services, professional advisers, and HM Revenue & Customs, regulators and other authorities. We will also share or disclose your personal information if we are under a duty to do so in order to comply with any legal or regulatory requirement or as otherwise permitted to do so by law.

We require all third parties to respect the security of your personal data and to treat it in accordance with the law. We do not allow our third-party service providers to use your personal data for their own purposes and only permit them to process your personal data for specified purposes and in accordance with our instructions.

Retention of Your Personal Information

We will only retain your personal data for as long as necessary to fulfil the purposes we collected it for, including for the purposes of our internal recording requirements and satisfying any legal, accounting, or reporting requirements.

Data Security

We have put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

Any Questions?

If you have any questions about this privacy notice, including any requests to exercise your legal rights, please contact us at: info@thesechangetrust.co.uk

APPLICATION FORM

THE CHILD

Name of Child:

Date of Birth: _____ Age: _____

Details of circumstances: _____

THE FAMILY

Name of Parents/Guardians:

Postal Address:

Postcode: _____

UK Resident: ☐ ILR Indefinite: ☐ Leave To Remain: ☐

If you are a foreign National, living or working in within the UK, please provide photocopies of your passport and visa documents.

Do the Parents/Guardians co-habit? Yes: ☐ No: ☐

Mobile No. _____

Telephone No. _____

Email Address:

Name and age other dependents:

FINANCIAL INFORMATION

In order for us to process your application, we require a breakdown of your household's financial situation. **Please fill out all the details below.** Failure to do so will result in your application not being assessed.

| HOUSEHOLD INCOME | MONTHLY TOTAL |
|---|---------------|
| 1st Parent/Guardian (net) Wage | |
| 2nd Parent/Guardian (net) Wage | |
| Disability Living Allowance Hi | |
| Disability Living Allowance Medium | |
| Disability Living Allowance Low | |
| Carer's Allowance | |
| Child Tax Credit | |
| Child Benefit | |
| Maintenance/Child Support | |
| Housing Benefit | |
| Income Support | |
| Council Tax Benefit | |
| Working Tax Credit | |
| Jobseeker's Allowance | |
| Employment and Support Allowance | |
| Statutory Sick Pay | |
| Maternity Allowance | |
| Statutory Maternity Pay | |
| Student Loan/ Grant | |
| Pension | |
| Family Allowance | |
| Universal Credit | |
| SUBTOTAL | |
| | |
| Savings (Total To Date) | |
| | |
| TOTAL INCLUDING SAVINGS | |

| HOUSEHOLD EXPENDITURE | MONTHLY TOTAL |
|---|---------------|
| Rent | |
| Mortgage | |
| Maintenance/Child Support | |
| Childcare | |
| Loans/ Credit cards | |
| Gas | |
| Electricity | |
| Water | |
| Council Tax | |
| TV Licence | |
| Telephone | |
| Mobile Phone | |
| Satellite/ Cable (Sky, Virgin) | |
| Broadband/Internet | |
| Appliance Rentals/ HP/Conditional Sale | |
| Vehicle costs (e.g. tax, insurance, DLA Motability) | |
| Fuel | |
| Public Transport | |
| Sundries/ Food | |
| Clothing/Footwear | |
| Meals/Trips | |
| Leisure Activities/Memberships | |
| Student Course Costs/Tuition Fees | |
| Private School Fees | |
| Treatments/Therapies | |
| Other* | |
| TOTAL | |

*Please specify any additional source of income/expenditure. Failure to do so may invalidate your application.

AGREEMENT

Please be aware The Sea Change Trust may contact you at any point to clarify the information provided.

DECLARATION:

This application must be signed by the parent/legal guardian to validate information given.

All the details that I/we have provided within this application are correct and true to the best of my knowledge. I fully understand that failure to disclose the correct information will invalidate my application.

Signed: _____

Name (Printed): _____

Date: _____

Thank you for completing this form.

Please return to the office via:

POST:

The Sea Change Trust, 8 & 9 Victoria Mews, St Austins Friars, Victoria Quay, Shrewsbury, SY1 1RY

EMAIL:

info@theseachangetrust.co.uk

Please ensure the scanned/photographed copy is clear before sending.

If you would like to speak to a member of the team regarding your application, please call: 01743
248886

If you haven't heard back from the team after 14 days please get in touch.