

## Guidance for the use of Pupil Premium funding for School Trips December 2025

At Urmston Grammar, we are committed to ensuring that all pupils have equal access to enriching learning experiences that support academic progress and personal development. Educational visits and school trips play a vital role in delivering a broad and balanced curriculum.

We recognise that financial barriers can prevent some pupils from accessing these valuable opportunities. Therefore, where appropriate and in line with DfE guidance, we will use a fair and proportionate amount of **Pupil Premium** funding to support eligible pupils in participating in curriculum-linked school trips.

---

This document outlines:

- The criteria for using Pupil Premium funding for school trips
- The process for allocating funding fairly and proportionately
- The expectation that trips must be linked to the curriculum
- The accountability and review process

Support using Pupil Premium funding may be offered to pupils who are currently eligible for:

- Free School Meals (FSM)
  - Ever 6 FSM (those who have been eligible for FSM at any point in the last 6 years)
  - Looked After Children (LAC)
  - Children who have been adopted from care or have left care under a special guardianship or residence order
  - Children of service personnel
- 

Pupil Premium funding may be allocated to support the cost of school trips under the following conditions:

- **Curriculum Link:** The trip must have a clear and direct link to the curriculum; Geography fieldwork, History enrichment, (Battlefields), MFL trips to Paris/Munich.
  - **Proportionality:** Only a fair and reasonable portion of the total cost will be subsidised per pupil. This may include a full or partial contribution depending on available funds and individual need.
  - **Equity and Need:** Support will be targeted based on individual pupil need, considering other factors such as SEND, attendance, and wider barriers to learning.
- 

**How funding will be decided:**

- The Senior Leadership Team (SLT) and Pupil Premium Lead will review individual requests for funding support.
  - A confidential review of eligible pupils will be undertaken to determine the level of financial support needed.
  - Parents/carers of eligible pupils will be informed discretely of available support.
  - Records of funding allocations will be kept securely and monitored for impact.
- 

### **Exclusions**

- Trips that are not linked to the curriculum; reward trips, residential without educational focus will not normally be funded through the Pupil Premium.
  - Funding cannot be used for non-essential extras such as spending money, souvenirs, or optional upgrades.
- 

### **Monitoring and Accountability**

- The Pupil Premium Lead will maintain a record of all allocations for audit and impact assessment.
- The effectiveness of trip funding in supporting engagement, learning outcomes, and attendance will be reviewed termly.

## **8. Contact and Queries**

For more information, please contact the school's Pupil Premium Lead:

**Name:** Angie Rogers

**Email:** [arogers@urmstongrammar.org.uk](mailto:arogers@urmstongrammar.org.uk)

**Phone:** 0161 7482875

---