

School of Chemistry Carer's Out-of-Hours Fund

The School of Chemistry recognises that attendance open-days and UCAS days out of hours can pose difficulties for those with caring responsibilities. With this in mind the School has established a small fund, to which those with caring responsibilities can apply, to cover additional costs incurred by attending out-of-hours activities.

Application information and process

There is a limited budget available each year which will be administered by the School of Chemistry's Equality, Diversity and Inclusion Committee until it is used. Applications should be submitted via the form below and submitted to Julie Herniman (co-Chair of the Chemistry EDI Committee, jmh7@soton.ac.uk), receipts maybe required.

School of Chemistry Carer's Out-of-Hours Fund: Application Form

To be returned to Julie Herniman, co-Chair Chemistry EDI Committee; jmh7@soton.ac.uk

Name:**Email:****Job role:****Type of event:** Open days UCAS day Other
Details:**Date of event:****Requested amount:**
(£100 max)

How will the fund enable or support your attendance? Please provide sufficient information for us to evaluate the uses of the fund. For example, "Costs to hire a childminder/carer for X hours on a weekend for when I do not have regular care", or "Travel expenses for my *relative* to come to my home and take care of my *dependent* on a weekend for when I do not have regular care". If you are a part-time worker, please explain your normal working hours alongside the explanation of the request.

Declaration

I confirm that I have taken part in the role or activity as outlined above.

Date:

Signed:

For office use only:

Decision made: APPROVED/NOT APPROVED

Date:

Signed: