# Subsidised fee review criteria:

## Tier one - Automatically qualify:

* Free school meals (Pupil Premium)
* Universal Credit
* Housing benefit

or

Other means-tested benefits that qualify automatically:

* Income Support — for people on very low income who are not required to look for work (e.g., carers, some disabled people)
* Jobseeker’s Allowance (Income-based JSA) — for people actively seeking work with low income and savings
* Employment and Support Allowance (Income-related ESA) — for those unable to work due to illness or disability, with low income and savings
* Pension Credit (Guarantee Credit) — for low-income pensioners

## Tier two – Calculated based on household income:

**Step 1 — Work out household “equivalent adults”**

|  |  |
| --- | --- |
| **Person in household** | **Weight** |
| First adult | 1.0 |
| Each additional adult or child aged 14+ | 0.5 |
| Each child under 14 | 0.3 |

**Step 2 — Calculate income per equivalent adult**

**Formula:**

Household annual income ÷ total household weight = income per equivalent adult

**Step 3 — Check against thresholds**

|  |  |
| --- | --- |
| **Income per equivalent adult** | **Suggested decision** |
| **Under £20,000** | Eligible for subsidy |

## Tier 3 – Based on personal circumstances

If not eligible otherwise, but the family still feel that they need subsidy, this can be decided by the Northorpe Hall Panel based on the information given in the form.

The panel must involve **at least two** of the following NTH team members:

* CEO
* Operations Manager
* Administration Team Leader
* NTH Trustee

The decision of the panel is recorded on the young person’s file as a note.