



## Employee Assistance Programme

**Making sure everyone in Pathfinder Multi Academy Trust team gets the support they need whatever their worries, at home or at work**

The 24/7 confidential Employee Assistance Programme offers specialist counselling and information meaning everyone has support at any time.



### Education Support Partnership

#### What does it provide?

The Employee Assistance Programme is available 24 hour a day, 365 days a year, is completely confidential and provides support by telephone or online from specialist call handlers and counsellors who understand the demands of working in education. It provides:

- Emotional support and counselling
- Specialist information on work-life balance
- Financial and legal information
- Management consultation to support those responsible for managing others
- Up to six sessions of face-to-face or telephone counselling
- Access to online Cognitive Behavioural Therapy (CBT)
- Information on local services such as elder care and childcare

The Education Support Partnership experts assess each call individually and decide what the best course of action for each caller is, whether that be counselling, online CBT or signposting to additional services.

#### Education Support Partnership Grants

A confidential grants service to help you manage your financial and money worries to get you back on track when you are struggling.

If you are working in or retired from the education sector and are suffering financial problems caused by unemployment, ill health, sudden life events, bereavement or a personal injury the Education Support Partnership may be able to help you.

#### How?

They provide assistance with:

- Short-term financial emergencies.
- Essential, but unaffordable items or costs, which contribute to improving your health and wellbeing.
- Helping you to stay in or get back to work by helping with all sorts of costs.

The fund assists with a wide range of needs, some of which are listed here.

- Mortgage Arrears.
- Rental Arrears.
- Council Tax Arrears.
- White Goods e.g. fridge, washing machines etc.
- Car costs e.g. Car Tax and travel costs e.g. public transport costs.

- Bankruptcy and Debt Relief Orders (DRO) – you will need to provide confirmation that you have discussed your circumstances with a money advisor. For more information on the cost of Bankruptcy please click [here](#). For DRO information please click [here](#).
- Building repairs - the fund is only able to assist home owners.
- For items not listed please do get in touch.

They also link and work with charities, unions and other funds to give grants for more expensive items, as well as with organisations who can help you improve your long-term financial health overall by:

- Helping you budget effectively.
- Making agreements with your creditors to reduce monthly debt commitment.
- Providing information regarding your possible benefit entitlement.

#### Who do they help?

They may be able to help you if you are:

- Working in or retired from the education sector in a school, further education college or university.
- Are the dependent of someone who is or has worked in the education sector NQTs may apply for a grant.

If you're not sure if you are eligible or if you need more guidance you can speak to the grants team in confidence.

Please call 020 7697 2772 or email: [grantscaseworker@edsupport.org.uk](mailto:grantscaseworker@edsupport.org.uk)

[www.educationsupportpartnership.org.uk/helping-you/apply-grant](http://www.educationsupportpartnership.org.uk/helping-you/apply-grant)



## Application Process

- 1 Submit application and supporting documents using our online application form
- ↓
- 2 Application will be reviewed within 2-3 weeks
- ↓
- 3 We will come back to you with any questions
- ↓
- 4 You will be notified of the decision by email within 4 weeks
- ↓
- 5 Grant money will usually be payable to third parties such as your landlord or local authority within a week of the decision

### Before completing the application form, some things to remember:

- 1 Please read the on-line guidelines before you apply! It will save you time and may help your application be processed faster.
- 2 You will be able to create a log in on the first page
- 3 A key element of the application process is that we need supporting documents, in order to assess your application. The types of documents you will need are listed below, it is therefore a good idea to get these ready before completing the application form.

Bank Statements for all accounts held by you and your partner (if applicable) the statements must cover a period of two calendar months and must not be older than three months.

Confirmation of your income e.g. letters from the pension service or DWP stating your entitlement to state benefits or payslips covering a two month period for you and your partner (if applicable).

Documents in support of your application e.g. if you are requesting assistance with rental arrears please provide your most recent rental statement. Please enclose supporting documents for each grant request you are making. (please see the assessment process below for full list of acceptable documents).

## How London teacher Elissavet got a space of her own

Elissavet and her partner moved to London from Leeds as she was offered a great teaching job in North London. She did not have enough to rent a flat as unfortunately due to her father's death in Greece she had had to pay funeral expenses as well as helping out her mother and sisters. Therefore when they moved to London they stayed in her partner's flat paying his mother rent and the majority of the bills.

There was a lot of tension in the house due to the overcrowding. Her relationship with her partner's family deteriorated and the situation was also starting to have an impact on her relationship. She was also in a busy and stressful teaching job travelling three hours a day, leaving at 5am and home by 9pm. When she came home, **"I couldn't relax or unwind. I didn't have a life"**, she says.

As she was the only person with a permanent job she was paying the majority of the bills on top of the rent.

Another blow came when her partner had to stop working as due to a knee injury. This meant that she and her partner had no way of saving for a deposit and first month's rent for another flat. She had also tried to get a loan but was unable to due to her debts.

The ESP Grants Officer contacted her and was awarded £1000 for a rental deposit. **"He was really helpful and really understanding"** she comments.



## Gail and Ollie

Gail's son Ollie is 3 years old and lives at home with his mum, dad and 6-year-old brother Ashton. In May last year mum Gail noticed that Ollie he had started limping and by September he couldn't run and could barely walk. His parents had been taking Ollie for tests for months and eventually in October 2015 he was diagnosed with tumours in his leg and lesions in his skull due to a rare form of cancer called LCH.

Teacher Gail had been given compassionate leave by her employer to look after Ollie, but clearly the additional strain of full time caring for Ollie and the potential financial impact of this was a great worry to her. So she decided to contact her trade union, to ask for help. They suggested she get in touch with us to see if she was eligible for our grants scheme.

Gail was really starting to feel the financial strain of the extra expenses such as travel costs to and from hospital. She was hopeful that a grant could help with a grant to cover some of those costs and importantly help part fund a new bathroom she had planned to have fitted at home to help Ollie rest his painful leg.

Having a bath seems such a simple thing that most of us take for granted and knowing that it would make such an immediate and positive impact, Gail and Ollie were awarded the maximum grant of £3000.