

**Started on:** 13/12/2016 08:43:23  
**ID** 389

**Applicant** Mr Edward Fairnington  
Matravers School Combined Cadet Force  
Charity Number:  
Matravers School  
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**Current Status:** Application Received

**1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project)**  
**\*required field**

Matravers Combined Cadet Force Target shooting project

**2. Project summary: (100 words) \*required field**

Our Project has developed positively in the last 6 months as benefits are starting to be visible to our community. We are encouraging every student at Matravers to Think Differently and make the most of the new opportunities open to them. Encouraging the CCF to become a foundation for young people to develop resilience determination and ambition. The CCF is offering expansive programmes and our young people have identified target shooting as something they wish to participate in more regularly. Therefore we hope to build this into our already diverse programme of activities to develop positive characteristics in young people.

**3. Amount of funding required: \*required field**

- £0 - £1000  
 £1001 - £5000  
 Over £5000 (Please note - our grants will not normally exceed £5,000)

**4. Which Area Board are you applying to? Not sure? [-check on a map](#) \*required field**

Westbury

**5. What is the Post Code of where the project is taking place?(If the application is for something that will move around to different locations please insert the post code for where it will be based for the majority of the time.) \*required field**

BA13 3QH

**6. Please tell us which theme(s) your project supports: \*required field**

- Informal education
- Youth work/development
- Sport/Leisure
- Residential
- Arts/Culture
- Employment or training
- 1:1/group work
- Community Project
- Community Safety
- Volunteering
- Environment
- Health
- Other

If Other (please specify)

**7. About your project**

**Please tell us about your project (a strong application will address all of the following):  
\*required field**

- How does your project support local needs and priorities?
- How have young people been involved in your project so far?
- How many young people do you expect to benefit?
- How will your project be accessible and affordable?
- How will you encourage volunteering and community involvement?
- How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)
- How will ensure your project is inclusive?
- How will you work with other community partners?

Matravers Combined Cadet Force CCF is continually growing project within the local community as a one secondary school town our goal is to continually raise the aspirations of our young people. Our motto as a contingent is to be the best hence creating an environment where our young people have a shared goal but also a personal value to aspire too. We recognise that Westbury is below half the national average for high social class therefore the aim of our Contingent is to support progress and develop the character of all our students. To aspire to high goals and reach them through ambition perseverance and resilience to reach Higher Education. Something that our CCF is set up to support as an organisation is the development of communication leadership teamwork and ambition. We can do this as we offer a variety of activities that can result in BTEC awards and nationally recognised qualifications. Therefore through consultation with our young people and feedback from parade evenings we have identified that they would like to set up a target shooting range and create a team to compete at competitions. As a contingent we are as strong in number as the school that we are attached too therefore we hope that every student at Matravers will be involved with our CCF. We aim to achieve this by running taster activities to show the difference between cadets and school. Being a youth organisation we are committed to equal opportunities for all and are mindful of the potential restrictions of those involved therefore we are able to differentiate to ensure participation and enjoyment. As we are attached to Matravers School we share their links with local organisations and as we grow we aim to support the local community further.

## **8. Safeguarding**

**Please tell us about how you will protect and safeguard young people in your project (You must address all of the following): \*required field**

- Please evidence your commitment to safeguarding and promoting the welfare of children and young people.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.
- Who in your organisation is ultimately responsible for safeguarding?
- How do you ensure that young people are kept safe online when accessing your services?

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As an organisation committed to providing safeguarding to young vulnerable people and those adults working with them. We conform to our partnership schools safeguarding policy following statutory guidance which is rated outstanding through internal audit. We have annual training for our staff affiliated to the Combined Cadet Force conducted through our school and also attend adult training courses to understand the role of safeguarding as a member of the cadet uniformed services. We do hold records of staff DBS clearances application forms for volunteers and references for those involved with our contingent. As a partnered organisation the Headteacher and Designated Safeguarding Lead are responsible for the safeguarding of our young people. When we use our IT services for training we ensure our cadets understand how to protect themselves through IT lessons and sessions during tutor time alongside protecting our young people by paying for filtering of harmful websites.

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## 9. Monitoring your project

How will you know if your project has been successful? \*required field

We will monitor the success of this project through the amount of cadets who utilise this opportunity alongside ongoing feedback from our cadets about how we can achieve our goals as a contingent together. We currently evaluate all new activities upon their completion through cadet feedback and staff meetings. These different perspectives will allow us to evaluate the success of this project whilst identifying how to repeat success or avoid failure in future.

**10. Finance: \*required field, if you are a new organisation and don't have accounts leave blank and tick box below**

### 10a. Your Organisation's Finance:

Your latest accounts:

Month  Year

**Total Income:**

£  Please enter in money format **with pence** but no pound sign or comma or p. Eg  
15000.00

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

£

**Why can't you fund this project from your reserves:**

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Our money is restricted to fund other aspects of the CCF achieved from different grant sources consequently we are limited to purchasing equipment this equipment by applying for an individual grant.

We are a newly formed group and do not yet have published accounts:

## 10b. Project Finance:

### Part One: \*required

Total Project cost £  Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00  
[help](#)

Total required from £   
Area Board

### Part Two: Please itemise your project expenditure and project income \*required

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Quick tips:

1. List **ALL** expenditure in a general format eg. Materials 10.00, Tools 5.00
2. List **ALL** income **except the amount required from the Area Board** eg. Donations 20.00 [help](#)
3. Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00
4. If your organisation reclaims VAT you should exclude VAT from the expenditure
5. Please ensure you **TOTAL** both columns correctly.
  - Expenditure column should equal Total project cost in Part One.
  - Income column should equal Total project cost **minus** Total required from the Area Board.
6. Here is an example layout, including how to display in kind contributions [help](#)

please ensure you total these columns even if values are 0.00

**12. Tick all the Area Boards to which you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) \*required field, if Yes to Q11.**

- Amesbury
- Bradford on Avon
- Calne
- Chippenham
- Corsham
- Devizes
- Malmesbury
- Marlborough
- Melksham
- Pewsey
- Salisbury
- Southern Wiltshire
- South West Wiltshire

- Tidworth
- Trowbridge
- Warminster
- Westbury
- Royal Wootton Bassett & Cricklade

### 13. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):**

**Do you have the following (please tick any that apply):**

- Child Protection Policy
- Safeguarding Children
- Procedure for dealing with an allegation against a member of staff or a volunteer
- Complaints Procedure
- Public Liability Insurance
- Health & Safety
- Whistle blowing policy
- Internet use policy
- Constitution
- Annual Accounts
- Business/Project Plan (For projects where total project cost is over £50,000)

**Legal declaration \*required field**

- The information on this form is correct, that any award received will be spent on the activities specified