

Travel Subsidy Scheme

Introduction

The Holocaust Exhibition and Learning Centre can contribute to the transport hire costs for eligible schools booking an Active Learning Session at our venue. The Travel Subsidy Scheme is available until 31st July 2020 on a first-come, first-served basis. This subsidy is made available with the generous support of the University of Huddersfield.

Please see our Terms and Conditions and Frequently Asked Questions (FAQs) below for full details. If you have any queries, please get in touch at helc@hud.ac.uk. Or 01484 365301.

TERMS AND CONDITIONS

Who is eligible?

- The Travel Subsidy Scheme is available to all non-fee-paying schools* in the UK
- The Travel Subsidy Scheme is only available to school groups who book an Active Learning Session at the Holocaust Exhibition & Learning Centre (see www.holocaustlearning/learning for details of our programme).
- Schools accessing the subsidy must travel via hired coach or minibus from their school address to the Holocaust Exhibition and Learning Centre at the University of Huddersfield and back again
- For travel costs to be reimbursed, the following ratios must be met:
 - A minimum of **10** individual students booked and attend an Active Learning Session for a minibus
 - A minimum of **20** individual students booked and attend an Active Learning Session for a coach.

*A non-fee-paying school is classed as one where pupil attendance at the school is not subject to the payment of a monthly, termly or annual fee.

Claiming your Subsidy

- When you book an Active Learning Session with us, please let us know that you intend to apply for the Travel Subsidy Scheme. We will confirm that your school is eligible for the subsidy when we confirm your booking.
- Please request a quotation from the transport company that you would normally use and send it to Hannah Randall at helc@hud.ac.uk. The Holocaust Exhibition and Learning Centre will then approve our contribution to the coach hire and send you a Booking Reference Number as confirmation.
- You book and pay for transport directly with the transport company.
- After your visit, please invoice the Holocaust Survivors' Friendship Association for your coach travel within 30 days. Please email your invoice to helc@hud.ac.uk, quoting the Booking Reference Number.

- We will reimburse you for the travel costs up to a maximum of £350 per coach and £200 per minibus.

FAQs

Can we use our own school transport and claim back petrol costs for the visit instead of using hired transport?

- No, this funding is only available to cover the cost of hired coach travel.

If we prefer to travel by train/public transport to the Holocaust Exhibition and Learning Centre, can we claim those travel costs back?

- Unfortunately not due to the complications created by needing to submit multiple travel receipts against a single visit.

Can I use the Travel Subsidy Scheme to bring multiple classes to the Holocaust Exhibition and Learning Centre?

- If you are bringing multiple classes (for example a whole year group) as part of a single booking to the Holocaust Exhibition and Learning Centre, we will fund all transport required for that booking, even if it means groups coming over several days. However, in the interests of fairness to other schools, if a second group (i.e. different year group or subject) also wants to visit within any given academic year, we cannot guarantee that a travel subsidy will be available to that group.

Rather than invoice our school for the cost of an Active Learning Session and then us claim the transport costs back, can the Holocaust Exhibition and Learning Centre simply pay the school the cost of the travel hire less the cost of the Active Learning Session(s)?

- Unfortunately not, this is due to the process by which we reclaim the cost of coach travel from the University of Huddersfield.

I have booked a visit for 2019/20 using the Travel Subsidy Scheme. Can I postpone my visit until the 2020/21 academic year?

- Visits booked under this scheme must take place before 31st July 2020. If for any reason your visit has to be postponed beyond that date we cannot guarantee we will be able to contribute to your travel hire costs.

My school runs a two-year rolling curriculum and we are not scheduled to teach the Holocaust until the 2020/21 academic year. Can I book my visit now and apply for the Travel Subsidy Scheme?

- At this stage we are unable to confirm that funding for the Travel Subsidy Scheme will be available for the 2020/21 academic year. However, if the scheme is extended

into the new academic year we will notify any eligible schools that have already booked a visit and invite them to apply.

I have already booked my visit to the Holocaust Exhibition and Learning Centre. Is it too late to apply for the Travel Subsidy Scheme?

- You can apply for the travel subsidy as long as your visit has not already taken place. Unfortunately we are not able to apply the scheme retrospectively.

The Holocaust Exhibition and Learning Centre retains the right to decline applications for the Travel Subsidy Scheme at any time. All details are correct at the time of publishing.

Holocaust Exhibition & Learning Centre
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