



STUDENTS'
UNION

Advice &
Representation

Students with Kids

2011
2012



A guide for students with children

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Please note: This booklet has been produced by the University of Sussex Students' Union Advice & Representation Centre. All information in this booklet was correct at the time of printing (September 2011). You may wish to contact us for the most current information.

SECTION 1

Academic

As a student parent you are juggling your studies with family commitments. This section explains:

- How you can find out when your lectures are.
- How to take time out of your course if you need to without giving it up.
- What to do if you need more time to complete work or are worried that family commitments have affected your exam performance.

1.1 Timetabling

Sorting out timetables can cause headaches for student parents who need to book childcare in advance. The University commits to publishing timetables for all undergraduate courses (and some postgraduate courses) mid-way through the preceding term, and you can view them on Sussex Direct, if your courses have been finalised.

Go to www.sussex.ac.uk/students for further information.

If you're not sure which courses you'll be taking, or maybe you're not certain which seminar group you will be in and need to view them all, you can access the complete teaching timetable by inputting your course title or a keyword at www.sussex.ac.uk/USIS/timetable.

You don't need your computer login details, so you can access these pages before you register. First year students about to begin their Autumn Term courses may not know exactly which courses they'll be taking. If this applies to you, contact your school office to ask which courses are compulsory in the first year, and if relevant, which elective(s) you are enrolled on. You can then search them on the website as above. Although they may not be able to give you timetable information directly, most school offices are more than willing to help students with dependants find their courses in advance.

If your timetable conflicts with caring commitments, you should contact your school office and they will advise you on what to do. You should also let your tutors know if you need to miss individual sessions because of caring responsibilities, and they can help you catch up afterwards if necessary.

1.2 Intermitting

Student parents are more likely than the average student to need some time off their studies to manage other commitments. When you formally arrange a set amount of time off your course, this is known as intermitting. If, for example, one of your children is ill for a long time, you may need to take a term away from your course to look after them.

Before intermitting, you may like to talk to an adviser at the Students' Union Advice and Representation Centre (Falmer House). For contact details see section 8 - Support.

You will need to consider:

- When to intermit from
- Type and duration of intermission
- How your funding is affected
- How benefits, council tax and tax credits are affected
- How University services are affected
- What happens when you return.

You should also consider seeing an adviser from the University Student Life Centre in Chichester Building to discuss the specific procedure for requesting intermission and the academic implications.

1.3 Appealing

Why appeal?

You can appeal most decisions made by the University (eg. a grade or mark, or decision by a University body), as long as you follow the relevant procedure and submit your appeal within the specified time frame. This includes individual grades, the category of your award, or failure of any course or programme. You can also appeal the verdicts of academic misconduct panels.

The best way to avoid having to use the appeals procedures is to make sure the University is fully aware of your situation and the impact it may have on your studies. If, for example, increased childcare responsibilities or illness (either your own or your child's) make it difficult to complete your work on time or to the desired standard, you should inform an adviser from the Student Life Centre as soon as possible. They can tell you how to submit evidence of mitigating circumstances if your academic performance has been negatively affected.

How do I appeal?

You will probably need to get advice before submitting your appeal, either from the Student Life Centre or from the Students' Union Advice and Representation Centre (for contact details see section 8 - Support). They will advise you on whether your case can be appealed under the regulations. You cannot appeal a purely academic judgment (i.e. that you got a low mark for an essay and think you should have done better), but you can appeal on the following grounds:

- That there were circumstances affecting your performance of which the examiners were not aware when their decision was taken, and which could not reasonably have been presented to the examiners. This could be your child getting suddenly ill at exam time, if you weren't able to fill in a mitigating circumstances form.
- There was a procedural irregularity (including administrative error) or other inad-

equacy in the conduct of the examinations, or processing of marks or grades, or the categorisation of an award. This could be the University incorrectly compiling your marks, or incorrect information being given.

- There exists evidence of prejudice or bias on the part of an examiner. This is rarely used, but would involve an examiner clearly being prejudiced against you because of a personal attribute such as gender religion or ethnicity.

Once you know which grounds you want to appeal upon, your adviser will help you through the process.

What happens after I submit the appeal?

The University will consider your appeal and either dismiss it, resolve it immediately, or ask you to attend an appeals hearing where they will give your case more consideration before deciding on a course of action. If they ask you to attend a hearing, you should contact the Advice and Representation Centre, which may be able to help you prepare for it (for contact details see section 8 - Support).

More information can also be found at: www.sussex.ac.uk/governance/1-2-1.html

1.4 Academic misconduct

Academic misconduct includes plagiarism, collusion or fabrication of results. Plagiarism occurs when you don't fully acknowledge your sources, even if you didn't know you were doing it. Collusion is when you work with other students on assignments that should be completed alone. Fabrication is when you invent results, perhaps in a research project.

Sometimes academic misconduct is the result of people deliberately trying to cheat, but more often people develop poor study skills that aren't discovered until University. A large proportion of academic misconduct also occurs when students have personal difficulties, and therefore aren't able to give work their full attention.

If you are accused of misconduct, your school may resolve it or you may instead be asked to appear before a misconduct panel that will decide your penalty. If you are asked to appear before any panel, you should contact the Students' Union Advice and Representation Centre, who will talk you through the next steps and possible outcomes. The Education Officer at the Advice and Representation Centre may be able to represent you in your misconduct hearing if you wish (for contact details see section 8 - Support).

SECTION 2 Childcare

Finding good quality, affordable childcare can sometimes be a challenge but is obviously essential to you and your family to get the most out of your time at University. This section has information about childcare on and off campus and advice on the financial help available.

2.1 Students' Union childcare

Baby sitting board

There is a baby sitting board in the Advice & Representation Centre, where parents can advertise that they want a childminder and childminders can advertise their services. Please note that it is your responsibility to get references and/or Criminal Records Bureau checks regarding the child minders on the babysitting list as the Union does not check these people out for suitability to work with children.

2.2 University childcare

The University runs childcare facilities for children of staff and students from the ages of 4 months to 5 years.

The Nursery

The Nursery caters for the needs of children aged from 4 months to 3 years. It is divided into the Baby Room (4-16months) and the Toddler Room (16months-3years). Priority is given to children already using the facilities, children with brothers or sisters in the Nursery or Pre-School, and the children of parents in their final year.

The maximum number of sessions available each week is ten and the minimum is four. Once sessions have been allocated according to the priorities on the list all other applications are selected through a ballot to try and ensure equal access for everyone on the waiting list for that term. At least one parent must be either working or studying at the University.

The Nursery is open during term time and vacations, with the exception of the last two weeks in August, University closure days and the first day of each term (for staff training).

The opening hours are:

Morning sessions: 8 am to 1:00 pm
Afternoon sessions: 1pm to 5:30 pm

The Pre-School

The Pre-School caters for the needs of children between the ages of 3 and 5 years.

The Pre-School is open during term time and vacations with the exception of the last two weeks in August and University closure days. The facility operates on a sessional basis and offers full and part-time places. The opening hours are the same as for the Nursery.

At the time of writing, the fees for University Childcare are as follows:

Baby Room: All day £49.50 | Morning £25.50 | Afternoon £25.50
Toddler Room: All day £47.50 | Morning £24.50 | Afternoon £24.50
Pre School: All day £43.50 | Morning £22.50 | Afternoon £22.50

Contact details

Childcare Manager (first point of contact)

Penny Peters

Tel no: (01273) 678356 (morning)

(01273) 877956 (afternoon)

Email: nursery@sussex.ac.uk (Nursery enquiries)

Deputy Managers

Melissa Bishop and Esther Cowan

Tel no: (01273) 877956 (morning)

(01273) 678357 (afternoon)

Email: preschool@sussex.ac.uk (Pre School enquiries)

Baby Room

Tel no: (01273) 877629

Toddler Room

Tel no: (01273) 877801

Pre School

Tel no: (01273) 678357

2.3 Other childcare

In addition to the services provided by the Students' Union and University there are obviously a wide range of other childcare services in the local area, e.g. registered childminders, nurseries, playgroups and after school clubs.

Family Information Service

Brighton & Hove Family Information Service provides free information and advice on:

- Registered childcare
- Free early education
- Children's activities
- Family support
- Childcare careers
- Local childcare jobs.

They run a drop-in service at Brighton Town Hall which is open Monday to Friday 9:00am to 5:00pm and their helpline is 01273 293545.

You can also find information on choosing a childcare provider in Brighton and Hove on the Brighton & Hove Council's website at:

www.brighton-hove.gov.uk/index.cfm?request=c1157330

Free early years education

All three and four year olds are entitled to up to five free two-and-a-half hour daily sessions a week, for 38 weeks of the year, with a 'registered provider' such as a school, nursery or playgroup. You can also use a registered childminder if they're part of an approved childminding network. For further information contact your Family Information Service., or go to www.direct.gov.uk/en/Parents/Childcare/DG_4016029.

Directgov

This government run website has information and guidance for parents on everything from maternity leave to immunisation – go to [/www.direct.gov.uk/en/Parents/index.htm](http://www.direct.gov.uk/en/Parents/index.htm).

2.4 Childcare costs

Childcare Grant

If you have any dependent children in certain types of 'prescribed' childcare, you may be eligible for financial help towards the cost of this via the statutory student funding system, in the form of a Childcare Grant . (Not all students are eligible for statutory funding -- see section 6.1 of this booklet or contact the Students Union Advice and Representation Centre to check your entitlement).

'Prescribed' childcare includes any of the following;

- Where the childcare provider is registered by the Office for Standards in Education (Ofsted). Registered childcare includes registered childminders, nurseries, play-groups, children's centres and holiday play schemes for children aged under eight. Some schools provide daycare for very young children and for children outside normal school hours. A Childcare Grant may be paid for this type of childcare as long as the school is registered as a daycare provider by Ofsted.
- Where the childcare is for children aged between 8 and 14, and where the provider has been approved by an accredited organisation's quality assurance scheme.
- Any other form of childcare used by English students that would qualify for the childcare element of Working Tax Credit (but see below)

How much help you get will depend on your circumstances (such as your income and that of your dependants).

For one child –

Up to £148.75 a week (85% of actual costs of up to £175 a week).

For two or more children –

Up to £255 a week (85% of actual costs of up to £300 a week).

You cannot get this grant if you or your spouse or partner already receives the childcare element of the Working Tax Credit. You will have to decide to continue with a claim for either the Childcare Grant or WTC childcare element. You cannot get both at the same time.

You can apply for this help before or during your course and you can receive a Childcare Grant during term time and vacations.

Jobcentre Plus and Housing Benefit departments will not count Childcare Grant as income when they work out your benefit entitlement.

The Access to Learning Fund

You may be able to apply for help with childcare costs through the Access to Learning Fund – this includes help with childcare costs not covered by the Childcare Grant.

For further details about the Access to Learning Fund please see 6.1 in the Money section of this booklet.

Working Tax Credit – childcare element

If you're working more than 16 hours a week and you're on a low income, you may be able to claim Working Tax Credit.

The Working Tax Credit includes a specific element to support the cost of registered childcare for working parents. The childcare element of Working Tax Credit can help with up to 70% of your eligible childcare costs.

There are limits on the weekly costs you can claim. If you pay childcare for one child, the

maximum you can claim is 70% of £175 a week (£122.50); if you pay childcare for two or more children, the maximum is 70% of £300 a week (£210).

You or your partner cannot get the childcare element of the working tax credit if you receive the Childcare Grant. Most people are generally better off claiming the Childcare Grant.

For more information about tax credits see 6.3 of the Money section of this booklet.

Help for EU and international students

If you are classed by the University as an international student then you will not be eligible for a Childcare Grant, a payment from the Access to Learning Fund or tax credits.

If you are classed as an EU student then in general your entitlement to financial help via the above sources will be restricted – seek advice from the Students' Union Advice and Representation Centre.

However, both international and EU students are eligible for the free early years education mentioned in this section.

If you are an international or EU student and you can demonstrate financial hardship, then you may be eligible to apply to the Alumni Hardship and Opportunities Fund (see section 6.2) for assistance with childcare costs. Please see section 6.2 for more information about this fund.

SECTION 3

Families on campus

Families are very welcome on campus. This section lists the various facilities provided.

East Slope Families Room

The University has a room available for use by students with children in East Slope, which can be used for events like children's parties, coffee mornings or just to let your children play. The Students' Union has recently refurbished the room with support from the University's Community Social Fund. The room now has a fresh coat of paint, bean bags and even a mural!

There is a healthy child clinic for under 5s held in the Families Room on the first Thursday of every month from 10.30am until 12pm with play activities running alongside.

To enquire about booking the Room, contact Peter Addison, Residential Porter, on (01273) 606755 ext. 4001, or by emailing on P.Addison@sussex.ac.uk

Play area

This is located behind the Health Centre and contains swings, a slide and a climbing frame and is surrounded by grass. However, this area is not fenced in and the area is next to a car park so parents are advised not to let younger children play there unaccompanied.

Changing facilities

These are available in the following locations:

- Essex House - ground floor disabled toilet
- Falmer House- first floor next to Activities Office
- Bramber House - ground floor disabled toilet, and second floor office area in both men's and women's toilets
- Pevensey 2 Building - Level 4b in women's toilets, and Level 5b in men's toilets
- Falmer Sports Complex - ground floor disabled toilet
- Sportcentre - ground floor disabled toilet.
- Silverstone - Ground floor (cafe) ladies toilets

Family housing on campus

There are approximately 60 small family flats in University owned properties, the majority of which are located on campus. Most of the flats are small with one bedroom and therefore are only suitable for letting to a maximum of two adults and one child. All family flats are constantly in heavy demand. Priority is given to registered students on a full time course and overseas students have a higher priority than home students

If you would like to apply for a family flat, please contact Jason Lucy in the Housing Office, to request a current application form:

Tel: +44 (0)1273 678220

Email: housing@sussex.ac.uk

Other initiatives aimed at families on campus:

Student Parents Association

The Student Parents Association is a society set up by a group of student parents wanting to establish a community for students with kids to provide each other with friendship, support and to share experiences. The society is also in regular contact with the Students' Union to ensure that they are able to fully represent issues specific to student parents as a group to the University. SPA hold fortnightly get togethers in the East Slope Family Room from 1 o'clock every other Wednesday afternoon (in the 2nd, 4th, 6th, 8th and 10th weeks of term) where students can come together over a cup of tea either with or without their kids. SPA also hold special events for festivals such as Christmas, Halloween and Easter.

You can contact the SFA by email at studentparents@ussu.sussex.ac.uk

Student Parents' Mailing List

You can join the Students Union student parents' mailing list to receive information about events that may be of interest to parents, and other relevant issues. To join, please go to https://lists.sussex.ac.uk/mailman/listinfo/ussu_studentparents-info

Student Parents Report

In 2011 the Students' Union released a report looking into the experiences of student parents at Sussex.

The report includes the findings of research undertaken over the previous year and recommendations to the University regarding how to improve the experience of student parents, focussing on issues including timetabling, family-friendly facilities and consultation. To download a copy of the report, follow the link from the 'News' page in the 'Advice' section of the Students Union website: www.sussexstudent.com/advice/news/

SECTION 4

Health

This section has information on locating your nearest health practitioner.

4.1 Health on campus

Health Centre - University of Sussex

You may wish to register with an NHS doctor on campus:

Open during term time Monday to Thursday 9am-8pm, Friday 9am-5pm.
Times vary during the vacation.

Appointments with a doctor or nurse can be booked in advance or on the day. In addition, the Health Centre runs rapid access clinics every morning whereby students can simply turn up between 9:30am and 12 midday and can wait to be seen. The reception team will be able to give an indication of waiting times. If you find it difficult to access the practice during its opening hours telephone consultations are available both with the nurses and doctors during normal surgery hours.

Health Centre Building University of Sussex Falmer Brighton BN1 9RW	Tel: 01273 249049 (for appointments and general enquiries) or 01273 687728 (out of hours) Email: admin.unimed@nhs.net Website: www.unimed.co.uk
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Dental surgery

There is a NHS Dentist on campus situated adjacent to the Health Centre.

Opening hours are Monday to Thursday 8.30am to 5pm, Friday 7.30am to 4pm. Closed each day 1pm to 2pm. Times may vary in the Summer vacation.

Tel: 01273 605555. Out of hours (emergencies only): 01273 486444

Campus pharmacy

The pharmacy is located in the Health Centre building. Open Monday to Friday 9am to 5:30pm term time, and Monday to Friday 9.30am to 4.30pm vacation time. Tel: 01273 699883

Emergencies

Ambulances and emergency taxis can be called via the Security Office in York House. Telephone 3333 internally or 01273 873333 if calling from an external phone.

East Slope Family Room Baby Clinic

Local health visitors (Carmel O'Malley & Candy Barrett) run a baby clinic every first Thursday of the month.

Health visitor: 01273 290204.

Baby/child immunisation

A health visitor can be contacted to arrange immunisation for babies and children by appointment only.

Health visitor: 01273 290204.

4.2 Health off campus

NHS Direct

NHS Direct telephone service is available 24 hours a day to answer basic questions on any health-related matter.

Tel: 0845 4647

Website: www.nhsdirect.nhs.uk

NHS doctors and dentists

To find your nearest doctor or dentist in your local area you can use the following NHS site: www.nhs.uk/servicedirector/Pages/ServiceSearch.aspx

The Children's' Clinic Brighton

A privately run therapy clinic for children of all ages offering complementary treatments such as acupuncture, homeopathy, herbal medicine, osteopathy, baby massage and more.

14/15 New Road

Brighton

BN1 1UF

Tel: 01273 324790

Website: www.thechildrensclinic.org.uk

SECTION 5 Leisure

There are countless activities for families to enjoy in Brighton and Hove and this section is really just a starting point for anyone new to the area.

5.1 Activities for children

Brighton and Hove Council

Visit their website and go to the 'enjoy' section for information on things to see and do in the local area.

www.brighton-hove.gov.uk

Brighton & Hove Visitor Information Centre

What to see and do, events, restaurants, shops and transport.

For opening hours and more information call 01273 290337

Email: visitor.info@visitbrighton.com

Website: www.visitbrighton.com

Brighton Festival

This festival, reportedly the largest arts festival in England, runs every year throughout most of May. Brighton Festival is an annual showcase for the very best in new theatre, music, dance, performance and books, from both local and international artists. There are many events and activities that children will enjoy at the festival some of which are free! Pick up a brochure at venues all over the city or look at the website. Don't forget the Fringe Festival! There is also an open house trail where artists in Brighton and Hove and the surrounding area open their houses in order to put their work on show to the public. www.brightonfestival.org.

5.2 Play areas in Brighton & Hove

For all the local play areas and parks look at the Brighton and Hove Council web page.

www.brighton-hove.gov.uk/index.cfm?request=c1001384

5.3 Free days out in Brighton & Hove

Although there are no admission charges for the following places, there may be car parking charges, requests for donations or extra charges for special activities.

Booth Museum of Natural History

Exhibits include birds, butterflies, skeletons, dinosaur bones and fossils.

Open Monday, Tuesday, Wednesday, Friday & Saturday 10am-5pm

Sunday 2-5pm

Closed Thursdays

194 Dyke Road

Brighton

Tel: 03000 290900

Brighton Fishing Museum

Uncover the history and heritage of Brighton's fishing industry through photographs, artefacts and restored traditional Sussex clinker fishing boats.

Set on the seafront between the piers where fishermen still mend their nets and sell fish.

Open every day 9am-5pm

201 Kings Road Arches

Brighton

Tel: 01273 723064

<http://www.brightonfishingmuseum.org.uk>

Brighton Marina

One of the largest yacht marinas in Britain, look at the boats on a sunny day and breathe in the sea air. There are also plenty of places for an ice cream and a cup of tea.

Brighton Museum and Art Gallery

Large variety of exhibits and galleries including the World Art Gallery.

Tuesday - Sunday 10am - 5pm Closed Mondays (except public holidays 10am-5pm), 24 Dec (from 2.30pm), 25, 26 & 27 Dec & 1 Jan

Royal Pavilion Gardens, Brighton

Tel: 03000 290900

Hove Museum and Art Gallery

Step into a world of toys, cinema, local history, and fine art

Step into a world of toys, cinema, local history, and fine art.

Open Monday - Saturday, 10am-5pm, Sunday 2-5pm

19 New Church Road, Hove

Tel: 03000 290900

The Level, Lewes Road, Brighton

Plenty of open green space in the centre of Brighton for picnics and play. Lots of play and climbing equipment for children of all ages including both toddler and older children's play areas. The paddling pool for little ones is open during the summer months. There is also a large skate park and toilets are available.

Preston Park

Large rock garden, rose garden, big children's playground, tennis courts, cycle track. Lots of grass to run about on, fly kites and play football. Lovely old fashioned tearooms.

North of Brighton's City Centre.

Stanmer Park

Large landscaped valley next to Falmer campus. Great for energetic family activities (ball games, mountain biking, kite flying), or simply relaxing with a picnic and enjoying the scenery. Stanmer House and Village are located at the far end of the valley – includes picturesque church and tea shop. Stanmer is also home to an artist's workshop located in old blacksmiths's forge, and open to the public every Saturday; as well as the Brighton Earthship, a solar-powered, eco-friendly building built from used tyres. Guided tours are available of the Earthship and surrounding organic project at 10:30am on the first and third Sundays of every month; - phone 07974122770 for details.

Brighton seafront

Walk along the prom on a sunny day, lots to see, pebbly beach to sit on and paddling if you're brave. Stroll along the Brighton Pier and check out the skeletal remains of the West Pier. Great children's playground just past the West Pier. Lots of ice cream and lolly opportunities.

Queens Park

Great family park set in a sheltered valley and formerly a Victorian pleasure garden known as Brighton Park. There's a lake with ducks to feed, playground, sandpit, wildlife garden and scented garden. Café.

North of Kemptown

Hove Lagoon

Children's playground, skateboard area, paddling pool, boating lake.

Near the seafront.

St Ann's Well Gardens

Scented garden, pond, tennis courts, big adventure playground fenced into two sections for older and younger children. Great aerial runway!

Near Hove Cricket Ground

SECTION 6

Money

One of your main concerns about being a student parent may be how you will cope financially. Whilst it can be difficult to manage on what is undeniably a limited budget, there are lots of sources of help that you may be able to tap into. The following pages list some of those sources and give details of where you can find out more information.

6.1 Statutory student support

Depending on your circumstances, and the course that you are studying, you may be eligible for some statutory student support. This is money from the UK Government that is awarded to students who satisfy strict eligibility criteria as laid down by law.

Full details about what support is available, who is eligible, how you will be assessed and how you will be paid can be found from any of the following sources:

- The Students' Union Advice and Representation Centre webpages: www.sussexstudent.com/advice.
- The University Student Life Centre, Chichester Building.
- The government booklet 'A Guide to Financial Support for New Higher Education Students in 2011-12', available from the Advice and Representation Centre, or to download from the www.direct.gov.uk website.
- The booklet 'A Guide to Financial Support for Part-Time Students in Higher Education 2011-12', available from the Advice and Representation Centre, or download from the Directgov website.

For a short overview of the statutory student support available for eligible students in 2011-12 however, have a look below:

Full time undergraduate students

If you are a full-time undergraduate student from England, Wales or Northern Ireland, you may be eligible for statutory student support to help you with your course, living and child-care costs whilst you study. For the majority of UK students who are starting in 2011-12, the funding that is potentially available includes a fee loan to cover the cost of your fees, a maintenance loan and grant to help with your living costs and a range of supplementary grants to help with additional living costs that you may incur as a result of your individual circumstances.

If you are from Scotland a different system of financial support is available. Telephone the Student Awards Agency for Scotland on 0300 5550505 or visit their website at www.saas.gov.uk.

EU students are generally only eligible for the fee loan but if you are an EU student who

has lived in the UK for the 3 years immediately before the start of your course, or if you are an EEA 'migrant worker', you may also be eligible for living cost support and should contact the Advice and Representation Centre for further advice.

International students are not, unfortunately, entitled to any statutory student support.

Fee Loan

The fees for 'home' undergraduates for the 2011-12 academic year are £3,375. If you cannot afford to pay your fees upfront, you may be eligible to take out a low-interest, non means-tested fee loan each year to cover the entire cost of your fees. The interest on the loan is linked to inflation, which ensures that the value of the loan that is repaid remains the same in real terms as the amount borrowed.

Maintenance Loan

You may be eligible to take out a low-interest loan to help with your everyday living costs such as rent, food, travel and course books/ equipment. Like the fee loans, you will not have to repay any loan you take out for living costs until you have finished your course and are earning above £15,000 pa.

The maximum amount of loan for living costs that will be available to new Sussex students in 2011-12 will be £4,950 depending on your household income.

If you are beginning your studies in 2011-12* and you have a household income of below £50,778, you may be eligible to financial support at least equal to the maximum loan entitlement listed above.

However the amount you get will be reduced by £1 for every £5 of household income between £50,778 and £57,708. If your household income is over £57,708, you will only receive 72% of the maximum loan entitlement.

Different rates of loan apply to final-year students, students who live with their parents whilst studying and students on a year abroad as part of their course.

** Please note that different maintenance loan income thresholds apply to existing undergraduates who began their course before September 2009. Please look at our webpages for more information.*

Maintenance Grant

In addition to the maintenance loan, there is a non-repayable maintenance grant available to low-income students. This is worth up to £2,906 for the year, depending on household income.

If you are beginning your studies in 2011-12* and you have a household income of £25,000 or less, you should be eligible to receive the full £2,906 grant. If your household income is between £25,001 and £50,020 you should still receive some grant but the higher your household income the more your grant will be reduced. If your income is above £50,020 you will not be entitled to any maintenance grant.

If you apply for a maintenance grant, you can also apply for a maintenance loan. However the maximum amount of loan will be reduced by £0.50 for every £1 of maintenance grant you receive. So if you receive the full grant of £2,906 and you qualify for a loan, your loan entitlement will be reduced by £1,453.

For students who have an underlying entitlement to means-tested benefits such as income support and housing benefit, a Special Support Grant of up to £2,906 for the year will be available INSTEAD of the maintenance grant. This grant will be means-tested and paid in exactly the same way as the maintenance grant, the only difference is that there is no substitution for the loan for living costs if you receive the full Special Support Grant as it is paid to cover course-related costs rather than just general living costs.

** Please note that different maintenance grant income thresholds and calculation rules apply to existing undergraduates who began their course before September 2009. Please look at our webpages for more information.*

Other grants for full-time students

There are a range of other grants available to help some students meet additional costs but whether or not you will be eligible for any of these grants will depend on your circumstances and also, in most but not all cases, your income. Additional grants available to students starting in 2011 are:

Disabled Students Allowances (DSAs)

If you have a disability (including learning disabilities such as dyslexia), and you are likely to incur additional costs as a result of undertaking your course and as a direct result of your disability, you may be eligible for a DSA.

There are three categories of DSA for full-time undergraduate students:

- A specialist equipment allowance of up to £5,161 for the whole course
- A non-medical helpers allowance of up to £20,520 for the year
- A general allowance of up to £1,724 for the year.

These allowances could be used, for example, to buy specialist support software, to pay for a note taker or to cover the cost of additional printing/photocopying. How much you will receive is based on your individual needs and does NOT depend on your income.

Adult Dependants' Grant

If you have an adult living with you (such as a partner or relative) who is financially dependent upon you, you may be eligible for a grant of up to £2,642 for the year. How much you receive will depend on your income and the income of your adult dependant(s).

Parents' Learning Allowance

If you have dependent children, you may be eligible for a grant of up to £1,508 for the year to help with course-related costs. How much you receive will depend on your income and the income of your dependants.

Childcare Grant

If you have dependent children in certain types of 'prescribed' childcare, you may be eligible for a grant to help meet the costs of this childcare. The amount you receive will be based on your actual costs but the maximum amount is capped:

For one child: up to £148.75 per week (85% of actual costs of up to £175 per week)

For two or more children: up to £255 per week (85% of actual costs of up to £300 per week).

How much you receive will also depend on your income and the income of your dependants. You cannot get the Childcare Grant if you already receive the childcare element of Working Tax Credit.

See Section 2.4 - Childcare costs for more information.

Grants to help with some travel costs

If you have to travel as part of your course (for example, to clinical training for medical students or to another country if your course includes a year abroad), you may be eligible for help with your travel costs. You will be expected to pay an initial proportion of these costs but your local authority will pay any 'reasonable' costs above this.

Part time undergraduate students

If you are a part-time undergraduate student from England, Wales or Northern Ireland, you may be eligible for statutory student support to help you with your costs whilst you study. If you do not already have a degree and you are studying at least 50% of an equivalent full-time course, you may be eligible for a fee grant to help with the cost of your fees and a course grant to help with your other course costs.

If you are from Scotland contact the Student Awards Agency for Scotland on 0300 5550505 or visit their website at www.saas.gov.uk for further information.

EU students are generally only eligible for the fee grant but if you are an EU student who has lived in the UK for the 3 years immediately before the start of your course, or if you are an EEA migrant worker, you may also be eligible for the course grant and should speak to an adviser for further advice.

International students are not, unfortunately, entitled to any statutory student support.

Fee grant for part-time undergraduates

Depending on your circumstances, you may be eligible for a fee grant to help with the cost of your fees. There are 3 different rates of grant depending on the intensity of your course. If you are studying the equivalent of between 50% and 59% of a full-time course, the maximum fee grant available is £820. For between 60% and 74%, the maximum fee grant available is £985 whilst if you are studying the equivalent of over 75% of a full-time course, the maximum fee grant available is £1,230.

How much you are entitled to will also depend on your income and the income of your partner if you have one.

Course grant for part-time undergraduates

You may also be eligible for a course grant to help with your other course costs. For 2011-12 the maximum course grant will be £265, irrespective of the intensity of your course.

As with the fee grant, how much you are entitled to will also depend on your income and the income of your partner if you have one.

Other grants for part-time students

If you are studying at least 50% of an equivalent full-time course and you have a disability (including learning disabilities such as dyslexia), you may be eligible for a disabled students allowance (DSA) to help you meet any additional costs that you incur as a result of undertaking your course and as a direct result of your disability.

There are three categories of DSA for part-time undergraduate students:

- A specialist equipment allowance of up to £5,161 for the whole course.
- A non-medical helpers allowance of up to £15,390 for the year.
- A general allowance of up to £1,293 for the year.

These allowances could be used, for example, to buy specialist support software, to pay for a note taker or to cover the cost of additional printing/photocopying. How much you will receive is based on your individual needs and does NOT depend on your income.

Postgraduate students

If you are studying for a PGCE or a Diploma in Social Work, you may be eligible for some statutory student support to help you with your fees, course costs and living costs and you should have a look at one of the following sources for more information:

- The Advice and Representation Centre webpages: www.sussexstudent.com/advice
- The Training & Development Agency for Schools website at www.tda.gov.uk
- The NHS Business Services Authority website at www.nhsbsa.nhs.uk/Students

Unfortunately, there is NO statutory support available to help with either fees or living costs for any other postgraduate course at Sussex.

However, if you have a disability (including learning disabilities such as dyslexia), and you are likely to incur additional costs as a result of undertaking your course and as a direct result of your disability, you may be eligible for a Postgraduate disabled students' allowance (DSA) of up to £10,260 a year. If you are studying part-time, you may still be eligible for this allowance as long as you are likely to complete your course in no longer than twice the time it would take to complete an equivalent full-time course.

Other UK government support for students

In addition to statutory student support, the UK government provides universities with money to distribute amongst their students through the Access to Learning Fund.

The Access to Learning Fund

The Access to Learning Fund provides discretionary financial assistance to students (full or part-time) who meet the same residency requirements as for undergraduate living costs support, who are on low incomes and who need extra funding in order to stay in higher education. All awards are usually non-repayable. The Fund can help students who are experiencing financial hardship, can provide emergency payments in an unexpected crisis or can help meet living costs that are not being met by other sources of help. Students are assessed on their individual needs but students with children are one of the priority groups for help so your application will be assessed sympathetically. Many student parents ask for help in particular with any childcare costs that are not being met by the Childcare Grant but you can ask for assistance with almost any financial difficulty, including paying priority debts such as rent arrears, or replacing necessary equipment such as a washing machine.

You can apply to the Fund throughout most of the academic year including the summer vacation. This is especially important if you are a student parent who is eligible to claim welfare benefits (see section 6.3- Benefits and tax credits). The regulations for benefits such as income support and housing benefit treat students in their second and subsequent years as if they have received their student income from the 1 September prior to the start of term, despite you not actually receiving the money until term starts. As a result, your benefits are likely to either stop or reduce and you may need to apply for assistance from the Access to Learning Fund for that period between 1 September and the start of term.

Application forms and guidance notes are available from the Students' Union Advice and Representation Centre or the Student Life Centre. You can also download a form from the University's webpages using the following link:
<http://www.sussex.ac.uk/sas/1-4-5-1.html>

6.2 University of Sussex financial support

Sussex Bursary

If you are a new full-time UK undergraduate student and your family's income is £25,000 pa or less, you may be eligible for a bursary of £1,000 for each year of your course. This means that, if you are eligible for the full £2,906 maintenance grant (or Special Support Grant) you will also be automatically entitled to receive a Sussex Bursary.

Chancellor's Scholarship

If you are a new full-time 'home' undergraduate student and your family's income is less than £30,000 pa you may also be eligible for a Chancellor's Scholarship of £1,000 for each year of your course. There are approximately 200 Chancellor's Scholarships avail-

able in 2011 and the selection criteria will favour applicants with no family background of higher education; who have other circumstances of disadvantage; or who have made a positive impact on their community. Applications must be received by the University by the end of September for the 2011-12 round of awards.

Other Sussex scholarships and awards

There are a number of other scholarships available at Sussex for both undergraduates and postgraduates. These scholarships are very competitive, are often subject-based and are usually only offered to students who show exceptional academic promise and/or students in very particular circumstances.

For further information about any of the scholarships or bursaries offered by the University, have a look in the prospectus or look at the following web link: www.sussex.ac.uk/scholarships_and_bursaries

Vice Chancellor (VC) Loans

These are small interest-free loans (max £200) lent by the University in emergencies to any registered student, including non-UK students, as long as you do not have any existing debts owed to the University. VC Loans are repayable and will be viewed as a debt to the University until they are cleared. You can enquire about a VC loan by contacting the Student Life Centre in Chichester Building.

Alumni Hardship and Opportunities Fund

This is a small fund available to students who are not eligible for the Access to Learning Fund, including international students; and who are experiencing unforeseen financial difficulties. Awards are usually up to a maximum of £500 and can be in the form of loans or grants. Applications are assessed on individual needs but priority is given to students in their final year who have experienced an unexpected disruption in their funding and where an award will enable them to complete their course, students with disabilities and students with dependents.

Overseas students can apply by contacting Sara Dyer at the International and Study Abroad Office, Level 1, Friston Building, telephone 01273 678422, email international@sussex.ac.uk. UK students should contact the Student Life Centre in Chichester Building.

6.3 Welfare benefits and tax credits

Depending on your circumstances, and whether you are studying full or part-time, you may be eligible to claim some welfare benefits or tax credits.

The UK Government pays welfare benefits and tax credits to people who satisfy strict eligibility criteria as laid down by law. There are a whole range of different benefits paid to meet a variety of different circumstances, some of which (but not all) will depend on you being on a low income. The benefits that are most commonly claimed by eligible students include Child Benefit, Income Support, Employment Support Allowance, Housing Benefit, Council Tax Benefit and Disability Living Allowance.

In addition to the above, you may be eligible to claim certain additional benefits/allowances such as statutory maternity pay, statutory paternity pay or maternity allowance if you are pregnant or have recently given birth.

There are two types of tax credits; Child Tax Credit (paid in respect of any children for whom you are responsible) and Working Tax Credit (paid where you are working above a specified number of hours per week); both of which take your income into account when assessing your eligibility. You may also be eligible to claim help with your childcare costs through the childcare element of Working Tax Credit. However, you cannot claim help with your childcare through Working Tax Credit at the same time as getting the Childcare Grant and you are generally better-off claiming the Childcare Grant.

For both welfare benefits and tax credits, it is generally only UK students who can claim although EU and International students may be eligible to claim in certain very limited circumstances. Have a look at the UK Council for International Student Affairs information sheet on welfare benefits (www.ukcosa.org.uk/student/info_sheets/welfare.php) or speak to the Students' Union Advice & Representation Centre for more information.

If you are in receipt of benefits or tax credits before starting your course, you MUST inform the relevant office when you become a student. Whilst some benefits/tax credits are not affected by your study, you could find that you are not entitled to others or that your entitlement is reduced. Failure to inform the relevant office could lead to an overpayment being made which may be recoverable.

Full time students

In general, most full-time students are NOT eligible to claim the main welfare benefits for the duration of their course. However, there are significant exceptions to this rule (for example, some single parents and some disabled or sick students can enjoy a wider eligibility). Have a look at the information on the Students' Union website www.sussexstudent.com/ advice for an overview of those full-time students who may be eligible to claim and some of the main issues relevant for student claimants. The legislation surrounding entitlement to benefits and tax credits is vast and complicated, and the detail is beyond the scope of this booklet. We recommend that you should speak to one of the professional advisers at the Students' Union Advice & Representation Centre for more information if you think that you may be eligible or are worried about how being a student will affect your current entitlement.

If you are eligible to claim Income Support, income-based ESA, Housing Benefit or Council Tax Benefit you need to be aware that, in your second and any subsequent years, the benefit regulations treat you as if you have received your student support (grant/loan) from the 1st benefit week in September despite you not actually receiving this money until term starts in October.

As a result, your entitlement to these benefits is likely to reduce and may even stop from the beginning of September as your student support will be counted as income, and you may therefore experience financial difficulties before you receive your grant/loan at the start of term. You should try to budget for this period in advance so that you have some money with which to pay for your essential expenditure until you receive your student

support. You may also apply to the Access to Learning Fund for assistance during this period (see section on other UK government support above) but please ensure you make your application in good time.

Being a full-time student will not affect your eligibility for tax credits. Whether or not you are eligible will depend on whether you satisfy the usual qualifying conditions.

Part time students

Unlike most full-time students, part-time students are eligible to claim income support, housing benefit and council tax benefit throughout their studies, subject to satisfying the usual qualifying conditions for those benefits. The level of benefit received will also be dependent on a means test (income assessment).

As a part-time student, you may also be eligible to claim job seekers allowance throughout your studies, subject to satisfying the usual qualifying conditions. However, you should be aware that a key qualifying condition for JSA is that you must be "available for" and "actively seeking" work. If your hours of study clash with the times that you have agreed with the DWP that you are available for work, you will only be accepted as available for work if you can either rearrange your hours of study or are willing and able to give up the course should a job become available.

Being a part-time student will not affect your eligibility for tax credits. Whether or not you are eligible will depend on whether you satisfy the usual qualifying conditions.

6.4 Child Trust Funds

The Child Trust Fund (CTF) is a savings and investment account for children, aimed at ensuring that children have a financial asset at the start of their adult life. Children born between 1 September 2002 and 2 January 2011 for whom Child Benefit has been awarded, who are living in the UK and who are not subject to immigration control are eligible for a CTF account.

The account is owned by the child but is administered by the parent/guardian until the child is 16 and no money can usually be withdrawn from the account until the child reaches 18. The amount that is paid depends on when the child was born and their household income, but should be a minimum of £250. Additional payments can be made into the account by family, friends or the child themselves up to a limit of £1,200 per year.

The parent or guardian can choose the type of CTF account and provider themselves and is responsible for managing the account until the child takes over at 16. There are a whole range of CTF accounts to choose between from a range of providers including banks, building societies, friendly societies and insurance companies.

For further information about Child Trust Fund accounts, or for information and advice on opening and managing an account, contact the CTF Helpline on 0845 302 1470 (8am-8pm Monday-Sunday) or have a look at the Child Trust Fund page in the 'Money, Tax and Benefits' section of the Direct.gov website.

6.5 Council tax

Council tax is a property based tax paid to the local council to help pay for services they provide. If you live in a property that is divided into self-contained flats, each flat will get its own bill. If you live in a shared house or flat the property is usually considered as one dwelling and you will receive one bill for the whole property.

If you live in University owned accommodation the property is exempt from council tax.

If you live and share basic facilities with your landlord (ie. bathroom, kitchen) it will always be your landlord's responsibility to pay the council tax although sometimes landlords include amounts within your rent to meet this cost.

Even if you do not live with your landlord all full-time students should be exempt from responsibility for council tax, i.e. the council will only be legally entitled to pursue non-students for non-payment of council tax. If you are a full-time student who lives with non-students however, your property will be liable even though the council will not pursue you personally for the bill. If you live with a non-student partner, your partner will generally be responsible for paying council tax.

If you are a part-time student, you will be liable to pay council tax.

If you are liable to pay council tax and live alone you may be able to claim a 25% discount on the bill. If you are a full-time student and you just live with your non-student partner they should be able to claim a 25% discount. If you are liable to pay council tax you may also be able to claim help from your local authority in the form of council tax benefit, depending on your financial circumstances.

In order to obtain student exemption, the council tax office will need confirmation from the University that you are a full-time student. You should contact the Student Systems Office, Room 340, Sussex House on 01273 606 755 extension 7134, or follow the following link for more information- <http://www.sussex.ac.uk/sas/1-6-8.html>

Once the council tax office is satisfied of your full time student status, they will send you notification of your exemption.

For further information about council tax, have a look at our webpages (www.sussexstudent.com/advice) or visit the Advice and Representation Centre in Falmer House.

6.6 Budgeting

Living on a limited income and trying to make your budget balance is tricky at the best of times but even more so when you have children. Many student parents find it difficult to budget for things like your child needing new shoes or money for a school outing when your income only really covers the day-to-day basics. If you find yourself frequently short of money, or if you are regularly spending more than you have coming in – don't panic but don't ignore it – you need to start thinking now about how you're going to balance your budget.

Have a look at the Students' Union Advice and Representation Centre's webpages (www.sussexstudent.com/advice) for information on budgeting including how to work out your living costs, keeping a spending diary, reducing your expenditure and ways balance your budget. You can also download some useful leaflets on budgeting and use the online budget calculator.

Other sources of help

Have a look in the Advice and Representation Centre's publication Money Matters or at the Centre's webpages (www.sussexstudent.com/advice) for information about other possible sources of income such as earnings from part-time work and awards from trusts, charities or educational foundations or for tips on managing your money.

The Student Life Centre also have budgeting information on their section of the University website, and periodically run budgeting workshops on campus.

A very good general website for budgeting help, across-the-board tips to reduce your expenditure, and advice on your rights as a consumer is www.moneysavingexpert.com

If you do get into financial difficulties, or need information or advice that is not covered on our webpages, you can always come and visit us. Details of our opening times can be found on our webpages and are displayed in the Centre.

SECTION 7

Schools

If you have school age children, then this section can give you information about choosing a school and who to contact for more information about enrolment.

7.1 Choosing a school

In the Brighton & Hove area parents have the right to express a preference regarding which school their child will attend. However, where school places are oversubscribed (often the case with certain schools), the Council operate an 'admissions priority scheme'. These schemes are different for primary, infant and junior and for secondary schools.

For more information see the relevant school admissions booklet at:
www.brighton-hove.gov.uk/index.cfm?request=c1156684.

There's a very useful website run by Parents Online which has lots of useful information about choosing a school, as well as many other topics. The main website address is www.parents-online.net.

You may also want to have a look at school inspection reports by the Office for Standards in Education (Ofsted) – you can get them from the schools, from the library or on-line at www.ofsted.gov.uk.

7.2 Schools in Brighton & Hove

For schools in Brighton and Hove contact:

Schools Admissions Team Tel: 01273 293653
Children & Young Peoples Trust Email: schooladmissions@brighton-hove.gov.uk
Brighton & Hove City Council Webpage:
PO BOX 2503 brighton-hove.gov.uk/index.cfm?request=b1146744
King's House
Grand Avenue
Hove
BN3 2SU

The nearest primary school to campus is:

Coldean Primary School Tel: 01273 294914
12 Kenwards
Brighton
BN1 9EN

Please note that Coldean Primary School is difficult to get to by public transport from campus.

7.3 Schools in Lewes and East Sussex

For schools in Lewes and East Sussex contact:

Admissions Team
East Sussex County Council
County Hall
St Anne's Crescent
Lewes
BN7 1UE
Tel: 0345 60 80 190
Webpage: www.eastsussex.gov.uk/educationandlearning/schools/default.htm

SECTION 8

Support

With the added responsibility of a family, it is even more important to take advantage of all the support available on and off campus. Always seek help if you are experiencing problems whether they are practical, emotional, academic or all three.

8.1 Support on campus

Students' Union support:

Students' Union Advice and Representation Centre

The Advice and Representation Centre offers free, independent and confidential information, advice and support on a comprehensive range of academic and non-academic issues.

Check out the website for online advice and details of services.

Tel: 01273 877038

Email: advice@ussu.sussex.ac.uk

Website: www.sussexstudent.com/advice

Welfare Officer

Elected student officer representing students' views to the University and external agencies. Responsible for campaigning on welfare issues and supporting liberation campaigns and welfare groups.

If you wanted to complain to, or lobby, the University regarding child-centred issues (e.g. childcare provision etc), it would be worth having a chat with the Welfare Officer first.

Tel: 01273 87 3354

Email: welfare@ussu.sussex.ac.uk

Education Officer

Elected student officer assisting in the co-ordination of the Student Representatives Scheme, representing students' views on University Committees (who make curriculum decisions), and contributing to the Centre's academic advice and representation service (e.g. appealing the grading of work, academic misconduct allegations, etc).

Tel: 01273 873324

Website: education@ussu.sussex.ac.uk

Women's Group

The Women's Group is open to all women students at Sussex and is trans inclusive. It provides a vibrant forum for campaigning, socialising and organising events on campus

and in Brighton (International Women's Day, World Aids Day, workshops, film screenings etc). Currently men interested in joining can sign up to the e-group by contacting the Women's Officer. The Women's Room is a free space on campus for any women to use. The Women's Group meets regularly in the Women's Room, 2nd Floor, Falmer House. Children are very welcome.

To join the Women's group email list, and keep up-to-date between meetings, send an email to the Womens Officer on women@ussu.sussex.ac.uk

University Support:

Student Life Centre

The Student Life Centre is located on the ground floor of Chichester 1 building, and can offer basic information and advice regarding student funding entitlement, the Access to Learning Fund, student mentoring, temporary withdrawals, mitigating evidence claims, and student discipline and complaint issues. The Centre is open Monday-Friday 9am-5pm.

Tel 01273 876767

Web: www.sussex.ac.uk/studentlifecentre

Email: studentlifecentre@sussex.ac.uk

Parents' Reps

These are parents whose child/ren attend the Nursery and/or Pre-School who are elected by other other parents to represent their views to the University's Children's Facilities Consultative Group (CFCG). Meetings of the CFCG are held in week 6 of each term. Any parent who wishes to may attend. For more information email parentsreps@sussex.ac.uk or visit www.sussex.ac.uk/childcare.

Induction day for mature students

This is an opportunity for mature students to meet each other at the beginning of the year and receive advice and information on a range of issues, including housing, benefits, money, childcare, employment etc. It is usually held on the Saturday before freshers' week.

8.2 Support off campus

Gingerbread

Gingerbread is an organization for lone parent families. It provides a confidential and free telephone help line for advice on benefits, childcare, the CSA, contact, divorce, employment, housing, maternity rights and lone parenthood. Gingerbread also organises holidays, discount vouchers, outings and local self-help groups.

They have a lone parent's advice and information line on -

Tel: 0808 802 0925, open every weekday.

Website: www.gingerbread.org.uk

MOSAIC

A Brighton based black, Asian and mixed parentage family group. They offer a monthly social event, under 5's playgroup, newsletter, helpline, library, advocacy, volunteering, activities.

Tel: 01273 234017, Monday-Friday 10am-4pm

Email: info@mosaicbrighton.org.uk

Website: www.mosaicequalities.org.uk

Brighton Unemployed Centre Families Project

BUCFP is run by the unemployed for the unemployed. They provide practical support, education and recreation for those in poor housing, claimants, unwaged people and those on low incomes. They offer a wide range of courses and classes, a crèche, refreshments and lunches, welfare and benefit advice, temporary housing support, volunteer opportunities and much more...

Tel: 01273 671213 or 01273 601211

Email: info@bucfp.org

Website: www.bucfp.org

Amaze

Works with parents and carers of children and young people with any special need, aged 0 - 19 years. AMAZE offers information, advice and support about issues to do with education, social services, leisure, money matters and health care.

Community Base
113 Queens Road
Brighton
BN1 3XG

Tel: 01273 772289 9:30am-12pm Monday-Thursday and Thursday 5.30pm-8pm

Email: info@amazebrighton.org.uk

Website: www.amazebrighton.org.uk

Brighton & Hove Family Information Service

For free information and advice on registered childcare, free early years education, children's activities, family support, jobs.

Tel: 01273 293 545

Helpline and drop in at Brighton Town Hall 9am to 5pm

Email: familyinfo@brighton-hove.gov.uk

Sure Start

Sure Start is the government programme for early education, childcare, health and family support. They run Childcare Centres, where children under 5 and their families can receive integrated services and information, including childcare, advice on parenting, referral to

specialist services, family health screening, and advice on getting back to work.

Tel: 0870 0002288

Email: info@dcsf.gsi.gov.uk

Website: www.direct.gov.uk/en/DI1/Directories/DG_10010859

Working Families

Working Families describes itself as the UK's leading work-life balance organisation. Its primary aim is to help children, working parents & carers and their employers find a better balance between responsibilities at home and work.

It has a free Legal Helpline giving parents legal and in-work benefits advice, and its website includes wide-ranging family-centred advice on issues such as claiming Tax Credits, caring for disabled children, and maternity rights.

Tel: 0800 0130313

Website: www.workingfamilies.org.uk

ABC Magazine

This is a free magazine offering local information and practical parenting advice for parents with young children. It is published 3 times a year in early March, July and November and is available to pick up FREE from various places locally, including doctor's surgeries.



**STUDENTS'
UNION**

Advice &
Representation

Students' Union
**Advice &
Representation
Centre**

Falmer House
Falmer
East Sussex
BN1 9QF

advice@ussu.sussex.ac.uk

01273 877038

www.sussexstudent.com/advice