

Schools Travel Subsidy Scheme

Royal Collection Trust is a registered charity. Income from ticket sales, including school groups, contributes directly to the care and conservation of the Royal Collection.

One of Royal Collection Trust's Charitable Aims is to broaden and increase access for the nation. State schools can apply for help towards the cost of travelling to the Official Residences of The King and The Queen's Galleries, in order to ensure visits are possible for schools working for, and with, economically disadvantaged pupils.

The subsidy can cover up to £175 of travel costs.

Conditions of this scheme:

- The scheme is open to all state schools visiting the Official Residences of The King, or The Queen's Galleries
- Visit must include a facilitated session or workshop with the Learning team.
- There are limited subsidies available at each of the Residences, and therefore travel subsidies are subject to availability.
- Schools can apply for the scheme once per academic year.
- Schools should apply for the scheme prior to their visit taking place.
- Receipts and paperwork for approved claims must be submitted within 4 weeks of the date of the visit. Payment will be made within 14 working days on receipt of invoice.
- The subsidy cannot be used for taxis or to pay for expenses associated with personal vehicles.
- Schools can also apply for complimentary facilitated visits through the Royal Collection Trust Schools Access Schemes

How to apply:

- To apply for this scheme please complete our Schools Travel Subsidy Scheme Application Form and email to learning@rct.uk
- Requests must be sent from an official school email address.
- Applicants will be contacted regarding the status of their application in due course.

Terms and Conditions

I **Application and Admission**

- I.1 All visits, inclusive of those who have been successful in their application for the Schools Travel Subsidy Scheme, are subject to the standard terms and conditions of entry. Full details of which can be found [here](#).
- I.2 There are limited subsidies available at each Official Residence. We accept applications subject to availability and on the basis that applications made by you are correct. We shall determine, in our sole discretion, the number of subsidies available at each of the Official Residences.