

**Haydon School Application for Financial Support from the 16-19 Bursary Fund 2023-24****Deadline**

Applications must be received by **20th October 2023**. Those received after that date will be considered in date order and subject to available funds.

**The Data Protection Act**

- Information provided on this form will be treated in confidence. However, the school is under a duty to protect the public funds it administers and to this end may use the information you have provided on this form within the authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for that purpose.

**STUDENT'S PERSONAL DETAILS**

<b>Surname</b>	
<b>Forenames</b>	
<b>Date of birth</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Mode of transportati on to school</b>	
<b>Total Household Income</b>	
<b>Student's bank details</b>	<b>Name of the bank:</b> <b>Name on the account:</b> <b>Sort code:</b> <b>Account number:</b>

**TYPE OF PAYMENT APPLIED FOR- (please tick)**

<b>Type A-</b> Identified vulnerable students eligible for up to £1200.00 bursary per annum <i>(Note- there is a possibility of no award or a limited award to students. This ensures all parties understand that meeting the criteria for a bursary for vulnerable groups does not automatically mean funding will be given.)</i>	
I am a young person in care	
I am a young care leaver	
I am in receipt of Income Support in my own right	
I am in receipt of Universal Credit in my own right	
I am in receipt of Disability Living Allowance in my own right as well as Employment and Support Allowance	
I am in receipt of Personal Independence Payments in my own right as well as Employment and Support Allowance	
I am in receipt of Disability Living Allowance in my own right as well as Universal Credit	
I am in receipt of Personal Independence Payments in my own right as well as Universal Credit	

<b>Type B-</b> Identified students eligible for a termly discretionary bursary	
Student is in receipt of free school meals	
Student is in receipt of means tested benefits	

<b>Type C-</b> Identified students eligible for an in-kind, discretionary bursary for specific educational purposes. This will not exceed £100 in one academic year.	
Please see supporting documentation needed in below table. Submit this documentation with this application form.	

**HOUSEHOLD INCOME** (required for Type A, B, and C applications)

Please include the required **original** supporting documentation with this form. All evidence will be photocopied and dealt with in strictest confidence.

Please tick the supporting documentation provided:

Written confirmation of your current or previous looked-after status from the relevant local authority -	
<b>Receipt of benefit</b> <i>(For students in receipt of Universal Credit, you must provide the school with a tenancy agreement in the student's name, a child benefit receipt, children's birth certificates, utility bills etc)</i> <i>(For students receiving UC/ESA and Disability Living Allowance and Personal Independence Payments, a copy of their UC claim from DWP)</i>	
P60 (for the most recent tax year)	
Tax Credit Award (for most recent tax year)	
Evidence of self-employment income (SA302 for most recent tax year)	
A letter of application, together with evidence for an in-kind, discretionary payment (Type C)	

## DECLARATION

All applicants must sign the declaration. Where the applicant is under 18 the form must also be signed by a parent / guardian.

I believe all the information given in this form is accurate and correct. I understand giving false or incomplete information that leads to incorrect/overpayment may result in future payments being stopped and any incorrectly paid funds being recovered. I understand the receipt of bursary monies is never guaranteed.

I will inform the school in writing of any change or alteration to the information given. I understand that if there is any change to my financial circumstances my eligibility to financial support will be reviewed.

I undertake to attend regularly and complete my course. If my attendance or work rate falls below the expected standard or if I withdraw from the course I understand I may no longer be entitled to any assistance. Furthermore, I understand I may be asked to repay an appropriate sum of grant already given.

If financial assistance is paid to me or on my behalf and is, for whatever reason, more than I am entitled to, I will pay back the balance.

### Eligibility Criteria

In addition to an assessment of financial situation, the Assessment Panel will use the following criteria to assess your eligibility for support under the 16-19 Bursary Scheme:

1. 5% or less unauthorised attendance for term 1 to receive the first payment and term 2 to receive the second payment.
2. Adherence to the school's Behaviour Policy. Any detentions/exclusions regarding behaviour may lead to a refusal for bursary support.
3. No more than 6 lates in term 1 to receive the first payment and term 2 to receive the second payment.

Student signature..... Date .....

Where applicant is under 18 parent / guardian must also sign

Signed (parent/guardian)..... Date .....

What happens next? We will contact you by letter..

<b>Sixth Form Administrator Use Only</b>	
Date application received	
Date application reviewed	
Supporting documentation provided, photocopied, and returned	
Level of bursary agreed	

## ACCESS and OPPORTUNITIES POLICY

Haydon School seeks to provide access and opportunities for all. It operates a policy the aim of which is to ensure that unfair discrimination does not take place in the provision of Bursary Funds. To help the school monitor the effectiveness of the policy you are asked to provide the information requested below. This information is confidential and does not form part of your application and will not be taken into consideration when considering your application.

GROUP		
Please tick the relevant box		✓
<b>WHITE</b>	British	
	English	
	Welsh	
	Scottish	
	Irish	
	Other White background	
<b>MIXED</b>	White and Black Caribbean	
	White and Black African	
	White and Asian	
	Other Mixed background	
<b>ASIAN or ASIAN BRITISH</b>	Indian	
	Pakistani	
	Bangladeshi	
	Other Asian background	
<b>BLACK or BLACK BRITISH</b>	Caribbean	
	African	
	Other Black background	
<b>CHINESE</b>	Chinese	
<b>OTHER ETHNIC GROUP</b>		
<b>NOT STATED</b>		