



## Barnwell School 16 to 19 Bursary Application 2023/2024

### Discretionary Bursary

Discretionary Bursary: for students from lower income households where support is necessary to overcome financial barriers and enable participation. This would typically include students from households in receipt of benefits OR students with an identifiable financial need.

Please read the School's Bursary guidance carefully before completing and submitting your application.

#### Section A (to be completed by the Student)

Student's full name	
Students full address including postcode:	
Contact telephone number:	
Email address:	

I wish to claim support from the 16 to 19 Discretionary Bursary Fund, and I provide the following information as evidence of **my household circumstances** (please tick as appropriate and attach documentary evidence). All documentation should relate to the current financial year. **Please note you do not have to provide all of the evidence below – any evidence you provide will be taken into consideration.**

	<i>Tick as appropriate</i>
Universal Credit, Income Support, or Employment and Support Allowance: All pages of the 3 most recent award statements showing earnings for each period.	
Disability Living Allowance, Carers Allowance or Personal Independence Payments.	
P60 or 2 months pay slips or 4 weekly slips dated within 3 months.	
Audited accounts or official tax return or tax credits showing self-employed income.	
Pension – official letter showing an ongoing pension.	
Council Tax Reduction – all pages of an official letter showing ongoing benefits.	
Child Tax Credit and Income above £16,190 per year – all pages of the tax credits award or bank statements showing 3 consecutive payments dated within 3 months.	
Entitlement to any other benefits – housing benefit etc.	
Details of any other income / earnings.	

Other relevant evidence relating to household income or circumstances (please specify), e.g. in receipt of free school meals in Year 11, number of dependent children etc.	
Information / evidence provided is for the sole purpose of this application and will be treated in the strictest confidence.	

Please detail what financial support you need and the costs applicable to the best of your knowledge when submitting the claim e.g. travel, essential books, equipment or specialist clothing (such as protective overalls, for example).	Cost:
Total costs applicable:	£

***NB: For audit purposes, all receipts, invoices etc must be filed with the claim to verify payment.***

<p>I confirm that I have read the School's attached guidance, and that the information provided on this form is accurate and correct.</p> <p>I understand that any false information given, or failure to notify the Sixth Form Administrator a change in personal circumstances will result in disqualification of support and may result in further action.</p> <p>I understand that I may have to repay part or all of this assistance if my attendance, conduct or progress is not satisfactory.</p> <p>I confirm that I consider myself / my child to be in financial need.</p>	
Student signature:	Date:
Parent / Guardian signature:	Date:

**Section B (to be completed by the Student)**

<b>Student Bank / Building Society Details</b>			
To receive payments, you must have a bank account in your own name. If you do not have a bank account, you will need to open one before completing this form.			
Name of Account Holder:			
Name of Bank:			
Branch Address:			
Account Number		Sort Code:	
Please note that if your application for the 16 to 19 Bursary Fund is unsuccessful, these details will be kept confidentially and securely, in line with ESFA requirements.			

**Section C (to be completed by the Bursary Fund Administrator)**

I have seen the evidence required for the fully bursary and have placed copies on the student's file.	
Bursary Committee members in attendance:	Date of meeting:
Award approved / amount:	
Actions agreed to reimburse student:	
Administrator name and signature:	Date:
School Business Manager authorisation:	