



## Buxton Community School

## 16-19 Bursary Fund Application Form 2019/20

If you wish to be considered for a 16 -19 Bursary, please complete this form and return it to the Finance Office. Alternatively, email the form to: [jayne.mcmillan@buxton.derbyshire.sch.uk](mailto:jayne.mcmillan@buxton.derbyshire.sch.uk)

SECTION 1: Student's Details				
Surname		D.O.B		
Forename(s)		Age at 31/08/19 (Must be aged 16 or over but under 19)		
Address				
Post Code				
Have you been resident in the UK or EU for the whole of the three-year period preceding your course? <input type="checkbox"/> YES <input type="checkbox"/> NO				
Residential Status (if 'other' please supply further details)				
British Citizen <input type="checkbox"/>	EU /EEA Citizen <input type="checkbox"/>	Asylum Seeker <input type="checkbox"/>	Refugee <input type="checkbox"/>	Other

SECTION 2: School Registration Details		
Buxton Community School	Year group:	Tutor Group:
Which course(s) are you taking?		

SECTION 3a: Level 1 Vulnerable students identified who are eligible for £1200 bursary	
Live in Local Authority Care <input type="checkbox"/>	Receive Income Support or Universal Credit in your own right (please provide proof) <input type="checkbox"/>
Live independently having left Local Authority Care <input type="checkbox"/>	Consider yourself to have a severe disability and receive both Employment Support Allowance and or Disability Living Allowance (please provide proof) <input type="checkbox"/>
If you have ticked any of the 4 boxes above, go to <b>SECTION 6</b> .	

SECTION 3b: Level 2 Identified students who are eligible for a termly discretionary bursary – this will not exceed £500 in total	
I am in receipt of free school meals <input type="checkbox"/>	My total household income is less than £16105 <input type="checkbox"/>
I am eligible for free school meals but have not taken them in previous years <input type="checkbox"/>	My total household income is more than £16105 but less than £25000 <input type="checkbox"/>

Please briefly outline the nature of expenses to be covered by the discretionary bursary fund in section 4.

<b>SECTION 4: Type of Assistance Requested</b>		
Documentary evidence of these costs must be provided unless the cost is a charge made by the school.	<b>Cost</b>	<b>Termly or one-off payment?</b>
<b>Transport costs associated with travel to/from school (or to/from a partner educational organisation delivering part of a Sixth Form Programme of Study)</b> Please supply details of transport used (e.g. school bus) and distance to school:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off
<b>Personal Protective Clothing (such as tools) or necessary clothing required for a course.</b> Please supply details:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off
<b>Books, materials and equipment needed for a particular course.</b> Please supply details:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off
<b>The cost of educational visits related to courses.</b> Please supply details:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off
<b>Other costs.</b> Please supply details:	£	<input type="checkbox"/> Termly <input type="checkbox"/> One-off
<b>TOTAL</b>	£	

<b>SECTION 4: Assessment of Income</b>	
<b>Please note supporting documentation will be required by the school.</b>	
Please <b>tick</b> and <b>enclose proof</b> , if you are in receipt of any of the following:	
<input type="checkbox"/> Income Support or Universal Credit	<input type="checkbox"/> Employment and Support Allowance or Universal Credit
<input type="checkbox"/> Child Tax Credit	<input type="checkbox"/> Support under Part IV of the Immigration and Asylum Act 1999
<input type="checkbox"/> Working Tax Credit	<input type="checkbox"/> P60 (Tax Year 17/18)
<input type="checkbox"/> Job Seekers Allowance (JSA)	<input type="checkbox"/> Evidence of self-employment income
<input type="checkbox"/> Disability Living Allowance or Personal Independence Payment	

**SECTION 6: Information and Conditions**

- Applications for a 16 -19 Bursary should be submitted before the deadline Friday 13th September 2019. Once received, it is the intention of the school to process and notify the student the outcome of their application.
- The 16 -19 Bursary Fund is a limited fund and once exhausted no further funding for the year will be available. You should, therefore, be aware that a financial reimbursement for your expenditure is not guaranteed.
- The 16-19 Bursary is made available to students each academic year. For this reason, students continuing into Year 13 would need to reapply for the award at the start of the second year and any continuance in support would be subject to continued funding of this scheme by the government.

**SECTION 7: Declaration**

- I/we declare that the information we have given in support of this application is correct and complete to the best of my/our knowledge and belief.
- I/we will inform you immediately of any change in circumstances at any time, which might affect my entitlement to support (for example if I leave school or am no longer eligible for the funding).
- I/we understand that this information will not be shared with third party organisations, except for audit purposes.
- I/we understand that non-attendance and non-compliance with the school’s code of conduct may result in loss of financial support.
- I/we have read the Information and Conditions in Section 6.

**Student** ..... **Date** .....

**Adult 1** ..... **Date** .....

**Adult 2** ..... **Date** .....

If returning this form via email,  
please type your name, the date  
and tick the box.

Printed forms should be signed.

<b>Office use only</b>	Date received:	Signature:
	Date:	Signature:
Final Decision:	Date:	Signature: