

16-19 Bursary & FSM Application

Prior to completing this form please refer to the '16-19 Bursary Fund and Free School Meals Policy'. Proof of entitlement must be included when returned to the Sixth Form team.

Student Details

Surname	
First name(s)	
Date of Birth (dd/mm/yyyy)	
Home Address	
Postcode	
Home telephone number	
Mobile telephone number	
E-mail address	

STUDENT BANK DETAILS

Bank/Building Society Name & Address	
Sort Code	
Account Number	

Parent/Carer Details

Surname	
First name(s)	
Date of Birth (dd/mm/yyyy)	
Home Address	
Postcode	
Home telephone number	
Mobile telephone number	
E-mail address	
National Insurance Number	
Household Income (we must have evidence of this to support your claim)	

16-19 Bursary Fund and Free School Meals Application

We have read and understand the ‘Giles Academy’ 16-19 Bursary Fund and Free School meals Policy’ that explains the support that may be available. (please tick)

Please indicate the maximum level of support you are applying for and the reason/s why

Vulnerable Bursary <input type="checkbox"/> (please tick)	Discretionary Support <input type="checkbox"/> (please tick)	Emergency Support <input type="checkbox"/> (please tick)	Requesting Free School Meals <input type="checkbox"/> (please tick)
I am living in care	My gross household income is less than £21,700 (please enclose copies)	I have an identifiable financial need and gross annual home income is less than £25,000 (please enclose copies or a letter explaining circumstances)	Child Tax Credit (not Working Tax Credit) gross income of no more than £7,190, as assessed by Her Majesty’s Revenue and Customs (HMRC) (please enclose copies)
I am a care leaver	I was in receipt of Free School Meals in Year 11		Support under part VI of the Immigration and Asylum Act 1999 (please enclose copies)
I am in receipt of Income Support (this must be the student)	My household is in receipt of means tested benefits (please enclose copies)		The guarantee element of State Pension Credit (please enclose copies)
I am in receipt of both Employment Support Allowance and Disability Living Allowance (must be the student)			<ul style="list-style-type: none"> •Income Support •Income-based Jobseekers Allowance •Income-related Employment and Support Allowance (ESA) (Please enclose copies)
Monies will be split and paid in instalments via cheque from the finance office.	Other payments i.e. help towards your fuel costs will be refunded to you via cheque/cash upon presentation of receipts. For free school meals a daily allowance will apply		
Please refer to the 16-19 Bursary Fund and Free School meals Policy for the proof of Income evidence required to support your application. Applications will be discarded without these.			

Please provide brief details of the items for which you will require support. Receipts will be required in order to “claim your cash back” for those students requiring Level 2 and 3 Support.

Working Tax Credit is not a qualifying benefit for free meals, and a parent or student in receipt of Working Tax Credits only is not entitled to a free meal.

Discretionary/Emergency Support – Please state which of the following you will require support for

Transport requirements	
Equipment/Resources/Uniform/Course Specific trip.	

Declaration

We confirm that the details provided to support this application are true and accurate. We accept that the student named above must comply with the terms set out in Giles Academy Bursary Fund Policy or funding may be withdrawn or suspended for that term. We agree to inform the school of any changes in our financial situation immediately to the Sixth Form team in order for us to ensure that the correct funding level is received.

Student Signature		Date	
Parent/Carer Signature		Date	

I am aware that the funding covers only this Academic Year (2018/19) and that I must re-apply next academic year.
Student Signature: _____ **Date:** _____

GILES OFFICE USE ONLY				
Date application received		Date reviewed		
		Supporting documents provided (please tick) Current Tax Credit Award <input type="checkbox"/> 6 x Weekly or 3 x Monthly Pay Slips <input type="checkbox"/> Income Related Benefits Pension Notice <input type="checkbox"/> Letter from Local Authority <input type="checkbox"/>		
Support Approval	Vulnerable Support	Discretionary Support	Emergency Support	Free School Meals Approved
	£1,200		Individually assessed	YES/NO
		(not including bus pass/fuel/course specific trips)		

