

The John Fisher School

Peak Hill

Purley

**APPLICATION FOR 16-19 BURSARY FUNDS 2024-2025**

Please read The John Fisher School 16-19 Bursary Fund Policy 2024-2025 before completing this form. Please note it is the student who completes the form, parents/carers should co-sign the form with the student. Please return to Mr Jackson (Director of Sixth Form).

**Section One:**

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| --- | --- | --- | --- |
| **Applicant (Student) Details** | | | |
| Surname: |  | Forename: |  |
| Date of Birth: |  | Age on 1st  September 2024: |  |
| Address: |  | | |
| Postcode: |  | | |

**Section Two:**

Please tick (where eligible) which level of payment you are applying for:

|  |  |
| --- | --- |
| **Identified vulnerable students eligible for £1,200.00 bursary** |  |
| I am in care |  |
| I am a Care leaver (I have been in care for at least 13 weeks after age of 14) |  |
| I am in receipt of income support or Universal Credit in my own right |  |
| I am a Disabled young person in receipt of Employment Support Allowance and am also in receipt of Disability Living Allowance or Personal Independence Payments in my own right. |  |

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| **Discretionary Students – Level 1** |  |
| I am in receipt of Free School Meals |  |
| **and** my household income is less than £16,190.00 (including Benefits) |  |

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| **Discretionary Students – Level 2** |  |
| My total household income is more than £16,190.00 but less than £20,000 (including Benefits) |  |

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| **Discretionary Students – Level 3** |  |
| My total household income is more than £20,000 but less than £25,000 (including Benefits) |  |

**Section 2a:**

For students applying for a Discretionary Bursary ONLY.

Please confirm your eligibility by ticking all boxes (if applicable).

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| **Discretionary Bursary Eligibility Criteria** |  |
| I can an attendance of 95% or over a consecutive period of two-terms in the previous academic year.  OR  I had an attendance of less than 95% or over a consecutive period of two-terms in the previous academic year, and have valid supporting evidence to demonstrate exceptional circumstances. |  |
| I can demonstrate an attendance of at least 95% for this academic year at the time of applying. |  |
| I have an exemplary conduct record and no incidents of Sixth Form misconduct at any point. |  |
| I undertake sufficient courses to cover at least 37 guided learning periods per fortnight at the John Fisher School Sixth Form. |  |

**Section 3**

Please complete your household’s gross per annum (year) income for each of the categories below. If the category does not apply write N/A or you will need to provide relevant evidence for each type of income your family has and a suggestion of type of evidence is detailed next to each category.

Please enter the total of all income in the last row.

|  |  |  |
| --- | --- | --- |
| **Total Household (Where I Live) Annual Income** | **Per Annum £** | **Types of eligible**  **Evidence required** |
| Total earnings from family paid employment | 0.00 | 3 recent payslips  from each earner |
| Total income from self-employment | 0.00 | Recent Accounts |
| Total value of any benefits in kind from employer  (company car, fuel etc) | 0.00 | P11d |
| Working Tax Credit | 0.00 | Tax Credit statement |
| Income Support/jobseekers allowance | 0.00 | Benefit statement |
| Income from savings and investments | 0.00 | Bank statements |
| Employment and support allowance | 0.00 | Benefit statement |
| Personal Independence Payments | 0.00 | Benefit statement |
| Child Tax Credit | 0.00 | Tax Credit statement |
| Child Benefit | 0.00 | Bank statements |
| Child Maintenance | 0.00 | Bank statements |
| Housing Benefit/Council Tax Benefit | 0.00 | Benefit statement |
| Income from property | 0.00 | Bank statements |
| Investments, dividends and trust income | 0.00 | Bank statements |
| Pensions | 0.00 | Pension statement |
| Universal Credit | 0.00 | UC statement |
| **TOTAL** | 0.00 |  |

**Section 4**

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| **Please add here any further information to support your application. If you are not eligible under the criteria above, please complete this section if you have other circumstances you would like us to take in to account.** |
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Section 5

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| Intended spending of the 16-19 Bursary Fund Level 2 or Level 3 | | |
| If your application for a 16-19 Bursary is successful, you are expected to spend your allocation on items which will support your learning in the Sixth Form. Please specify below what you would intend to purchase with your 16-19 Bursary allocation, with a brief explanation as to how it would support your learning. (The list below is not exhaustive, so you may specify alternative items in the “other” section) | | |
| Item | Cost | Reason |
| Textbooks |  |  |
| Academic journal / magazine subscriptions |  |  |
| Specialist equipment needed for a course |  |  |
| Non-branded uniform. |  |  |
| Branded uniform (e.g. blazer, tie, sports top, etc.) |  |  |
| Funding for school trips / visits |  |  |
| The loan or purchase costs of a laptop or netbook or tablet computer |  |  |
| Course-related computer software |  |  |
| Travel required as part of your courses |  |  |
| School meal provision (if not in receipt of Free school meals) |  |  |
| Other… (specify) |  |  |

Section 6

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| I/We are the adult(s) mainly responsible for the young person applying to the fund | | |
|  | Adult 1 | Adult 2 |
| Surname/Family Name |  |  |
| First Name |  |  |
| Relationship to applicant |  |  |

Section 7

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| Declaration | |  |
| I/We declare that the information we have given in support of this application is true and accurate and complete to the best of my/our knowledge and belief.  I/We understand that this information will not be shared with third party organisations, but will be stored by the school for audit purposes.  I/We understand that students must continue to meet the eligibility conditions to be eligibly and will immediately inform the school of any changes in conditions.  I/We accept that knowingly giving false and/or misleading information which leads to incorrect and/or overpayment may results in future payments being stopped and any incorrect funds being recovered.  I/We accept that deliberate supply of false and/or fraudulent evidence may result in the applicant and/or their family facing police prosecution. | | |
| Applicant Name: | Signature: | Date |
| Parent/Carer Name: | Signature: | Date |
| Parent/Carer Name: | Signature: | Date |

Section 8

Please ensure you have included all of the relevant original documents with your application – please tick all documents enclosed

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| Checklist | |
| Written confirmation of current or previous looked after status from the local  authority. (Level 1 applications only) |  |
| 3 recent pay slips for each earner in the household |  |
| 3 recent bank statements for all bank accounts for parent/carer |  |
| P11d |  |
| Pension Income |  |
| Other Income |  |
| Enclosed evidence of benefits: |  |
| Income support |  |
| Tax credits |  |
| Jobseekers Allowance |  |
| Employment Support Allowance |  |
| Disability Living Allowance |  |
| Working Tax Credit |  |
| Income Support/jobseekers allowance |  |
| Income from savings and investments |  |
| Employment and support allowance |  |
| Personal Independence Payments |  |
| Child Tax Credit |  |
| Child Benefit |  |
| Child Maintenance |  |
| Housing Benefit/Council Tax Benefit |  |
| Universal Credit |  |

Please return this form along with supporting documentation to Reception in a sealed envelope marked for the attention of the Bursary Panel.

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| Bursary Awards Panel Only | | | |
| Date Application Received |  | Supporting documentation provided, photocopied and returned |  |
| Date Application Reviewed |  | Level of Bursary  Agreed |  |
| Finance Department Authorisation | Name/Role | Signature |  |
| Sixth Form Leadership Team Authorisation | Name/Role | Signature |  |