



LANGDON PARK **SIXTH FORM**

Application for 16-19 Discretionary Bursary 2019-20

Please ensure that all relevant sections are completed: incomplete forms may cause delay in provision of support.
 Please provide all evidence of household income requested on final page, together with proof of student's bank details.
We have a duty to ensure that government funds are used appropriately. Submitting false or incomplete information that leads to incorrect/overpayment may result in future payments being withheld and incorrectly paid funds being recovered. This could result in a referral to the police with the possibility of the student and/or their family facing prosecution.

Please complete in BLOCK CAPITALS

SECTION A STUDENT DETAILS - TO BE COMPLETED BY STUDENT													
First name							Surname						
Middle name(s)							Postcode						
Date of birth							Age at 31.08.19						
Student mobile							Home tel.						
Address													
Email													
Are you 'settled' in the UK and have been ordinarily resident in the UK for the 3 years preceding 1 st September 2019? ('settled' means having indefinite leave to enter or to remain in the UK, or having the right of abode in the UK. British citizens and certain other categories have right of abode in the UK) <i>Speak to Miss Gordon asap if you have answered 'no' so that we can assess your eligibility for funding.</i>											<input type="checkbox"/> Yes <input type="checkbox"/> No		
Which bursary are you applying for? <input type="checkbox"/> Vulnerable Groups <input type="checkbox"/> Discretionary bursary													
Do you currently receive Free School Meals?								<input type="checkbox"/> Yes <input type="checkbox"/> No					
Have you been eligible for Free School Meals in the last 6 years?								<input type="checkbox"/> Yes <input type="checkbox"/> No					
How do you travel to school? <input type="checkbox"/> walk <input type="checkbox"/> bus <input type="checkbox"/> DLR <input type="checkbox"/> train <input type="checkbox"/> car - drive myself <input type="checkbox"/> car – dropped off													
Do you currently have a part time job? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, give your average pay per month £ <input type="text"/>													
Do you contribute to household bills? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, give average contribution per month £ <input type="text"/>													
Which statement best describes your situation?													
<input type="checkbox"/> Living with one parent - they are unemployed						<input type="checkbox"/> Living with both parents - both unemployed							
<input type="checkbox"/> Living with one parent - they work						<input type="checkbox"/> Living with both parents - one of them works							
<input type="checkbox"/> Live with carer/guardian Relationship: _____						<input type="checkbox"/> Living with both parents - both of them work							
Year 13 students only Did you receive Tower Hamlets EMA in academic year 2018/19?													
<input type="checkbox"/> Yes						<input type="checkbox"/> Didn't apply as not eligible							
<input type="checkbox"/> No - didn't apply in time						<input type="checkbox"/> No - applied but application not approved							

SECTION B – TO BE COMPLETED BY STUDENT

Please give details here of the essential education costs for which you are requesting financial support

Transport to and from school

Please be specific about your journey and the costs involved:

Estimated total costs for the academic year 2019-20 £

Essential educational resources

Please be specific about what you need in terms of essential items for your courses, including costs.

Estimated total costs for the academic year 2019-20 £

Clothing

If you are currently unable to meet the requirements of LPS sixth form dress code due to financial hardship, please indicate which items you do not have. The school may be able to buy these for you.

Please give details here of any additional costs for which you wish to request financial support

Travel to other activities

- Access Network mentoring sessions
- Arrival Education investment programmes
- Other mentoring programme
- Other employability /activity eg uptree insight days
- University programme(s)
- Volunteering / leadership activity

Be specific about which programme(s) you are part of, how many sessions each programme involves and what journey is required.

Resources to support learning on academic courses (non-essential)

What items would you like to have to support your learning on your courses? Be specific about the items requested and estimate of costs (possible example – specific revision guide recommended by teacher).

Please note that under the terms of the bursary fund, the school may supply items on loan to students for the duration their course, on the basis that those items must then be returned to the school.

SECTION C ADDITIONAL INFORMATION - TO BE COMPLETED BY STUDENT

Please use the space below to give any further details you wish to include in support of your application for support from the 16-19 bursary fund.

SECTION D STUDENT BANK ACCOUNT DETAILS - TO BE COMPLETED BY STUDENT

If the application is approved, any cash payments the student may receive must be paid into a bank account in their own name. Please give details of this below and provide a copy of a recent bank statement /letter from your bank as proof of your account details.

Name of bank / building society

Branch location and address

Name of account holder
(as it appears on the statement)

Sort Code

Account Number

Roll Number (building society accounts only)

SECTION E HOUSEHOLD DETAILS - TO BE COMPLETED BY PARENT/CARER/GUARDIAN

We wish to highlight to students and parents that receipt of 16 to 19 Bursary does **not** affect their entitlement to any DWP income-related benefits. Bursary monies are paid directly to students **in addition to** other means-tested benefits paid to families, such as Universal Credit, Income Support, Jobseeker's Allowance, Child Benefit, Working Tax Credit and Housing Benefit. Receipt of 16-19 bursary **does not affect** those benefits in any way.

Name of student applying for bursary support:

Your surname	Your first name	Your relationship to the student
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Your mobile number											
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Your email address	
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Please confirm that the student named above lives with you at the given address	<input type="checkbox"/> Yes
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Does your child receive Free School Meals?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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How many dependent children are in your household (under the age of 16)?	<input type="text"/>
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How many children in your household are aged 16-18 and in full-time education?	<input type="text"/>
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What is your annual household income? (including any state benefits and / or child maintenance you receive)
<input type="checkbox"/> under £17,000 <input type="checkbox"/> £17,000 - £20,000 <input type="checkbox"/> £20,000 - £25, 000 <input type="checkbox"/> £25,000 - £30,000 <input type="checkbox"/> £30,000 - £35,000 <input type="checkbox"/> over £35,000

Does your household receive any of the following benefits? (please tick all that apply and enclose Proof of Benefits letters or Award Notices for all)

<input type="checkbox"/>	Universal Credit
<input type="checkbox"/>	Income Support
<input type="checkbox"/>	Employment and Support Allowance
<input type="checkbox"/>	Disability Living Allowance
<input type="checkbox"/>	Working Tax Credit
<input type="checkbox"/>	Child Tax Credit
<input type="checkbox"/>	Child Benefit
<input type="checkbox"/>	Job Seeker's Allowance
<input type="checkbox"/>	Pension Credits
<input type="checkbox"/>	Other benefits (please specify) _____

SECTION F DECLARATION - TO BE COMPLETED BY STUDENT AND PARENT/CARER

STUDENT DECLARATION

I declare that the information I have given is complete and accurate.

I agree to supply any additional information that may be required to support this application. I understand that if I fail to provide relevant information, the application will not be accepted.

I understand that the 16-19 bursary fund is limited and there is no guarantee I will receive support from the fund.

I understand that, if I am deemed eligible for bursary support, I must then sign the LPS bursary contract which will commit me to maintaining high standards of attendance, conduct and academic progress.

I am aware that this bursary application is for this academic year only and, if successful, there is no guarantee that I will receive support in future years.

I agree to inform the school immediately of any change in my circumstances, financial or otherwise.

I understand that if I give false information or withhold information, my bursary application will be cancelled and, if necessary, action will be taken to recover any monies paid to me.

I understand that if I leave the school, I will not be eligible for any further payments.

I understand that relevant information may be passed on to third parties within the Local Authority.

I consent to the school providing details of the progress of my application and award to the person named as Parent/Carer in this application form.

Signed _____ Date _____

PARENT DECLARATION

I declare that the information supplied in the student and parent sections of this form is complete and accurate.

I agree to supply any additional information that may be required to support this application. I understand that if I fail to provide relevant information, the application will not be accepted.

I understand that there is no guarantee my child will receive support from the fund.

I understand that, if my child is deemed eligible for bursary support, he/she must then sign the LPS bursary contract and maintain high standards of attendance, conduct and academic progress.

I agree to inform the school immediately of any change in our household circumstances, financial or otherwise.

I understand that if this form contains false information or withholds any information, my child's bursary application will be cancelled and, if necessary, action will be taken to recover any monies paid to them.

I understand that if my child leaves the school, he/she will not be eligible for any further payments.

I understand that relevant information may be passed on to third parties within the Local Authority.

I am aware that this bursary application is for this academic year only and, if successful, there is no guarantee that my child will receive funding in future years.

Signed _____ Date _____

- Form completed in full
- Student and parent declarations signed
- Student bank letter / statement enclosed to verify details
- All Proof of Benefit letters/ Benefits Award notices enclosed
- P60 enclosed for any parent/guardian in employment

SUBMISSION

Please collect a bursary application envelope from Ms O'Shea and ensure all documents have been enclosed before you seal the envelope. She will then keep your application in a secure place before passing on to SJ Gordon/M Farrow.