

Caistor Grammar School

A Selective Academy

Church St. Caistor

Lincolnshire LN7 6QJ

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Headteacher: Mrs Shona Buck, B.Ed



Bursary Fund Application Form for the 2022 to 2023 academic year

Please complete this form and bring it together with your supporting evidence, to the Finance Manager. (or email claire.mosey@caistorgrammar.com)

Student Details					
Title:		First name:		Surname:	
DOB:			Age: (You must be 16, 17, 18 (and under 19) on 31 st August 2021 to apply)		
Address:					
Postcode:		Telephone:		Email:	
Student Bank Account Name:		Sort Code:		Account Number:	
Courses being studied:					
Have you the right of abode and been resident in the UK for the last 3 years?				Yes <input type="checkbox"/>	No <input type="checkbox"/>

Bursary Criteria
To qualify you must be aged 16 or over and under 19 on 31 August 2022 and meet the ESFA's residency criteria. The bursary is paid to enable you to attend training with us and will only be paid if your attendance and behaviour meet the required standard.

Vulnerable Bursary Criteria	
To qualify you must fall into one of the below categories and produce the required evidence as stated.	
Are you in receipt of Income Support or Universal Credit in your own right? (evidence required - Income Support or Universal Credit Statement Letter)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Care Leaver or currently looked after in care or unaccompanied asylum seeker? (evidence required - letter from Local Authority)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Disabled student in receipt of <u>both</u> Employment Support Allowance/Universal Credit equivalent and Disability Living Allowance/Personal Independence Payments (evidence required, financial statement showing <u>both</u> ES + DLA/PIP)	Yes <input type="checkbox"/> No <input type="checkbox"/>

Discretionary Bursary Criteria

Your household income is **one** of the criteria which will help us to assess your application. Priority will be given where **TOTAL** Household income does not £25,000 per annum, but we will consider individual family circumstances which may affect household income (which should be detailed in the additional information box below).

Please specify your total household income per annum: £ _____ pa

Please tick to indicate what type of evidence you have provided. If you cannot provide evidence then we cannot process your application for bursary payments.

P60	<input type="checkbox"/>	Income Support award letter/Universal Credit (most recent 3)	<input type="checkbox"/>	Full TCAN Notice	<input type="checkbox"/>
Self employed earnings (official tax return)	<input type="checkbox"/>	Other benefits/pension (award letter)	<input type="checkbox"/>	Wage slips for household	<input type="checkbox"/>

Number of dependents in household: _____

Please list below the names of all household members and relationship to Student:

Names:

Please provide any additional relevant information, eg wider family circumstances, or additional responsibilities that may mean that you need extra help, which you wish to be taken into consideration when we assess your application.

Are you currently eligible for Free School Meals or were eligible in the previous Academic Year? Yes/No

The amount of financial assistance you will receive is dependent on your personal circumstances. It is intended to help you with the costs of overcoming any financial barriers you may have when attending learning. Using the table below, please tell us what you will need financial assistance for and how much you believe you will need. This information is strictly confidential and will only be used for this assessment purpose.

	How much will you need this year?	Please provide details of how amount requested has been calculated etc, and period of time covered
Travel to school (please specify transport provider)		
Costs of attending university interviews and open days		
Appropriate Clothing (in line with Sixth Form dress code)		
Books		
Equipment		
Field trips and other course-related costs		
Any other (please specify)		

If you are awarded a bursary you will be paid via BACS directly into your bank account. Please advise the Finance Manager if you do not have your own bank account.

Please be aware that Providers can choose to pay Bursary awards 'in kind' e.g. by purchasing any equipment required or providing Students with a travel pass.

Completion of an application form is no guarantee that an award will be made. If there is a high demand on the fund the awards given may be at a reduced rate.

Student Declaration:

I confirm that the details included in this application form are true and accurate. I understand that to receive funding I must adhere to the school's student code of conduct and maintain expected levels of attendance, effort and behaviour.

Signed (student):

Date:

Parent/Guardian Declaration:

I confirm that the details included in this application form are true and accurate to the best of my knowledge. I understand that the criteria will need to be met by my son/daughter to ensure payments are received in full.

Signed (parent/carer):

Date:

Office use only:

Date application received:

Outcome (£ and date):

Signed (Head/Deputy Head of Sixth Form):

Signed (Finance Manager):