



**PLYMSTOCK SCHOOL
16 – 19 BURSARY
APPLICATION 2020/21**

Part 1: Student Details

Forename	
Middle Name/s	
Surname/Family Name	
Date of Birth	
Age on 31 August 2020	
Home Address	
Postcode	
Telephone Home	
Mobile	
Email Address	

Part 2: Parental Contact Details

Title	
Forename	
Surname	
Relationship	
Address	
Postcode	
Telephone Home	
Mobile	
Email Address	

Part 3: Household Details

Please state who you live with and their relationship to you

Name	Relationship to you e.g. mother, father, brother, sister, partner etc.	Age if under 16



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Part 4: Circumstances

If any of the following circumstances apply to you, please tick the appropriate box:

- In care (those who are privately fostered are **not** classed as looked after)
- You are a Care Leaver
- Receiving Income support or Universal Credit because you are financially supporting yourself or financially supporting yourself and someone who is dependent on you and living with you such as a child or partner
- Receiving Disability Living Allowance or Personal Independent Payments in your own right as well as Employment and Support Allowance or Universal Credit in your own right

Please indicate the help you require by ticking the appropriate boxes:

- Travel costs
- Essential course costs (books, trips, equipment, uniform materials etc.)
- Meal costs
- Other (please specify)

Please tick all boxes that apply to this application. Documentary evidence will be required to support the above requests.

If your request relates to the use of equipment or books, you will be required to sign an agreement confirming that the items will be returned to the School after use.

Part 6: Income Details (For Household)

Please indicate which of the following benefits/income you/household are currently in receipt of. Please send evidence to support this income.

Type of Income	Yes/No	Evidence required
A Income Support / Universal Credit		An award letter which is less than 3 month old on the date of application or the last 3 months award statements for Universal Credit
B Working Tax Credit / Child Tax Credit		Your most recent Tax Credit Award
C Income-based Employment and Support Allowance (ESA)		An award letter which is less than 3 month old on the date of application
D Other Benefits/Pensions (specify)		An award letter which is less than 3 month old on the date of application
E Earned income with no additional benefits		Include last 3 monthly wage slips or last 6 weekly wage slips or 4 fortnightly wage slips
F Self-employed earnings with no additional benefits		Audited accounts or official tax return



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Applications where Household Income exceeds £25,521 per annum will not be considered for support under this scheme.

Part 7: Payment Details (BACS) Account must be in the sole name of the recipient

Name of Bank	
Account Holder's Name	
Account Number	
Sort Code	

Part 8: Authorisation by Head of Sixth Form

<input type="checkbox"/> Attendance <input type="checkbox"/> Achievement	
Comment	
Signature	
Date	

Part 9: Declaration

I certify that the information given above is correct and understand that Plymstock School has the right to reclaim any funds and equipment costs, if I am found to have provided incorrect information or do not complete my course. I confirm that I have read the Bursary Fund Policy and agree to the conditions laid down.

Signature of parent	
Signature of student	
Date	

Part 10: Statement/Behaviour standard

**The continuance of Bursary payments will be subject to the following criteria;
Attendance must be at least 90%, with no unauthorised absence plus being in line with specified targets.**

I accept the above terms: Signature of student.	
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Remember:

Your application will not be assessed unless you give your full details and include documentary evidence of household income. If you do not have the specified evidence please contact Mrs Littler Assistant Head of 6th Form to discuss possible alternative evidence options. You can also attach a letter outlining any special circumstances that may apply in your case.

Please return this form to: Mrs Littler

If you need any additional information, help completing the application form or further support, please contact Mrs Littler Assistant Head of 6th Form, in confidence.