**WGGS SIXTH FORM: 16-19 BURSARY FUND APPLICATION 2023-24**

**Please return your completed form to the Sixth Form Admin Office**

**Student Details:**

|  |  |  |
| --- | --- | --- |
| Surname: |  | Form |
| First Names: |  |
| Date of Birth: |  |
| Address: |  |
|  |
| Post Code: |  |
| Student Email Address: |  |
| Home Phone No: |  |
| Mobile Phone No: |  |

**Parental/Carer Details:**

|  |  |  |
| --- | --- | --- |
|  | **Parent/Carer 1** | **Parent/Carer 2** |
| Surname: |  |  |
| First Name: |  |  |
| Address:(if different from student) |  |  |
| Post Code: |  |  |
| National Insurance Number: |  |  |
| Parent/Carer Email Address: |  |  |
| Home Phone No: |  |  |
| Mobile Phone No: |  |  |

An application for assistance from the 16-19 Bursary Fund is made under one of the priority groups below, please select the bursary you wish to apply for. Please read the school’s Bursary Policy, which can be found on the school website to establish the bursary you meet the criteria to apply for. Here is a link to the Watford Girls Post 16 Bursary Policy:

<https://www.watfordgrammarschoolforgirls.org.uk/wp-content/uploads/2022/11/16-19-Bursary-Policy-November-2022-Final-Version.pdf>

|  |  |  |  |
| --- | --- | --- | --- |
| **Vulnerable****Bursary** |  | **Discretionary****Bursary** |  |

**Bursary**

Please select the categories you would like to apply for financial assistance:

|  |  |
| --- | --- |
| Transport to school/university visits |   |
|   |   |
| Lunch - **do not tick if you receive Free School Meals** |   |
|   |   |
| Equipment costs/support with studies  |   |
|   |   |
| School uniform   |  |

|  |  |  |
| --- | --- | --- |
| **Are you a young person in care?** | Yes | No |
| **Are you a care leaver?** | Yes | No |

**Total Annual Household Income -** Evidence of household income must be provided, please attach copies of your monthly UC award statements/salary slips for the last three months.

Incomplete forms and/or lack of evidence will delay assessment of your application.

Please complete each column, if no money is received enter £0.00. Amounts entered must be the total **annual** household income received. It will prejudice your application if you knowingly enter figures which are incorrect.

|  |  |
| --- | --- |
| Salaried Income (Below £30,000) | £ |
| Employment & Support Allowance and Disability Living Allowance  | £ |
| Income Support | £ |
| Job Seekers Allowance | £ |
| Asylum Seekers Support | £ |
| Universal Credit | £ |
| Working Tax Credit | £ |
| Child Tax Credit | £ |
| Council Tax Benefit | £ |
| Personal Independence Payment | £ |
| Do you own or rent your home? | Own / Rent |
| Housing Benefit | £ |
| Child Benefit | £ |
| Child Maintenance  | £ |
| Pension Credits | £ |
| Self Employed Earnings | £ |
| Other Benefits | £ |
| Other Income | £ |
| Number of dependent children and their ages |  |

**Free school meals:**

Do you currently or have you ever received free school meals?

|  |  |  |  |
| --- | --- | --- | --- |
| **Yes** |  | **No** |  |

 If you meet any of the criteria below, your daughter may be entitled to receive free school meals:

* **Income Support**
* **Income-based Jobseekers Allowance**
* **Income-related Employment and Support Allowance**
* **Support under Part VI of the Immigration and Asylum Act 1999**
* **The guaranteed element of State Pension Credit**
* **Child Tax Credit** (as long as you’re not also entitled to Working Tax Credit and you don't get more than **£16,190** a year)
* **Working Tax Credit run-on** (paid for 4 weeks after you stop qualifying for Working Tax Credit)
* **Universal Credit** (with annual earned income of no more than **£7,400** after tax and not including any benefits you get).

Apply today if you receive any of these benefits. It takes **5 mins** and in most cases, we can tell you straightaway if your child can get free meals at school.

<https://www.hertfordshire.gov.uk/ufs/HCWH.eb?ebd=0&ebz=1_15676735745>

**Student Bank Account Details:**

You should check that your account can accept BACS Direct Credits. Please enter the student’s bank account details:

Bank Name (e.g. Nat West)

Branch Address

Name of Account Holder

Sort Code

Account Number

Roll Number (Building Society

Account)

**Declaration – To be signed by the Student and one Parent/Carer:**

I confirm that the information given on this application form is true and correct. I/we also undertake to inform the school of any alterations to any of the particulars in writing. I agree to repay the school in full and immediately any sums advanced to me, if the information I have given is shown to be false or deliberately misleading.

I understand that if I leave the school before the completion of my course, payments will cease and any advanced payments will need to be repaid to the school.

I understand that funding covers only the current school year, and that I must re-apply next year.

I understand that to receive the Bursary, I must meet the criteria of excellent punctuality, attendance above 90%, unless absence is authorised, and meet the terms of the Sixth Form Code of Conduct.

Student's Signature: .................................................................................... Date: ...................

Parent/Carer Signature: .............................................................................. Date: ...................

|  |  |
| --- | --- |
| **Office use only** | **Enter Details** |
| Date Application Received: |  |
| Evidence Provided: | Yes /No |
| Bursary Type (select one): | Vulnerable / Discretionary |
| Bursary Approved: | Yes / No |
| Amount Awarded: |  |
| Authorised By: |  |
| Date Authorised: |  |
| Signature: |  |
| **Notes:** |  |