

Barnhill Sixth Form Application for the 16-19 Bursary 2022-2023

Personal Details		
Forenames:		
Surname:		
Date of Birth:		Age on 31 st August 2022:
Address:		
Postcode:		
Telephone:	Home:	
	Mobile:	
Email:		
	Parent/Carer Details 1	Parent/Carer Details 2
Name:		
Address:		
Home Phone Number:		
Mobile Phone Number:		
How many children do you support as a family financially?		
Free School Meals & Transport		
1. Do you receive Free School Meals?		
Yes No (please circle)		
2. How far do you travel to school in miles?		
3. How do you travel to school?		
4. Do you have a 16+ Zip Oyster Photocard which can provide you with travel discounts?		
Yes No (please circle)		

What will you use the Bursary for?

Benefits of a 16+ Zip Oyster Photocard

- 50% off adult pay as you go fares on bus, Tube, DLR, London Overground, TfL Rail (excluding between West Drayton and Reading) and most National Rail services in London
- If you live in London, you get free travel on buses and trams
- Child rate 7 Day, Monthly or longer period [Travelcard](#) and [Bus & Tram Pass](#)

Vulnerable Persons Circumstances

If any of the following circumstances apply to you, please circle:

- You are 16-19, live independently and claim Income Support.
- You are looked after by the Local Authority.
- You are 16-19 and receive Income Support or Universal Credit for any reason.

Supporting Evidence

Please indicate which of the following benefits/income you or your parent/carer is currently in receipt of. Please bring these as evidence of the household income dated within the last 3 months.

Type of Income	Tick	Evidence required
Income Support or Universal Credit		Letter from the DWP or copies of online statements from the last 3 months.
Income-based Job Seekers Allowance		Letter from the DWP or bank statements from the last 3 months.
Disability Living Allowance and Employment Support Allowance		Sufficient proof the student is receiving this allowance. Letter or bank statements from the last 3 months.
Child Tax Credit or Working Tax Credit (demonstrating a low income household)		Tax Credit Certificate 2022-2023. If you only have the 2021-2022 Certificate, please provide that alongside your last 3 months bank statements.

Please note your receipt of this bursary will not affect you or your parent's benefits.

Student Declaration

I have read and understood the above

Signed: Date: _____

Date: _____

Approval

Parental Signature: _____

Date: _____

Sixth Form Signature: _____

16-19 Bursary Student Agreement

Your bursary is paid on condition that you achieve full attendance and meet the standards of behaviour and effort agreed at the start of your programme. The following explains what is expected from you and from your school. (Provider)

You are expected to:

- Attend 100% of all your lessons as detailed on your timetable.
- Ensure you are punctual to all lessons and register your attendance.
- Get permission in advance for time you need to take off.
- Follow the school attendance procedure.
- Ensure that your behaviour and effort meets with the school requirements.

The school is expected to:

- Offer an appropriate learning programme for the learner.
- Confirm that the learner has enrolled on a valid learning programme.
- Keep records of your attendance.
- Monitor your attendance and any absence.
- Monitor your behaviour and effort.
- Process your bursary payments (when you have earned them).

Withholding of Payments – Terms & Conditions

- If your attendance, behaviour or effort is deemed unacceptable by the Head of the Key Stage Mr Rich; the Barnhill Sixth Form reserves the right to withhold any or all of your bursary payments.
- If you are excluded, your bursary payments will stop immediately.
- If you leave your course early, your bursary payments will stop immediately.

If you wish to appeal:

To appeal against a payment decision you must write or email Mr Tom Rich, who will look into your query and report back to you.

Barnhill Community High School Sixth Form 16 -19 Bursary Agreement 2022 - 2023

Name of Student: _____

I, the above named Sixth Form student, agree that I have read and agree the conditions of the **16-19 Bursary Student Agreement** (detailed above) and that I am fully aware of what is expected of me in order for Barnhill Sixth Form to make my bursary payments.

Signed: _____

Date: _____

Name of Provider: Barnhill Community High School – Sixth Form

Name of Staff Member: Ms C Fitzgerald

I, the above named member of staff, agree that I have read and agree the conditions of the (detailed above) and that I am fully aware of what is expected of me in processing the student's bursary payments.

Signed: _____

Date: _____

16-19 Bursaries Bank Account Details Form

PLEASE PRINT IN BLOCK CAPITALS:

Name of Student:	Account Number:
Name of Account Holder:	Sort Code:
Name of Bank:	These details can be found on either your bank card or statement.

N.B: Please note that the 16-19 Student Bursary must be paid directly into the student's bank account and no one else. If you do not have a bank account, you will need to open one before applying.

Please return to Ms Fitzgerald with the evidence by Friday 31st September 2022 ... All successful applications made afterwards will go out in the following month's payment run.

For office use:	Date received:
Processed by:	Instalment:
Final decision:	Appeal:
Discretionary Bursary Awarded?	Vulnerable Bursary Awarded?
Signed:	Date: