

## Hazelwick School – Sixth Form

### 16-19 Bursary Application Form 2023/24

**Introduction: The following details need to be completed in order to make an application for the above fund. Applications should be received as soon as possible, ideally before 30<sup>th</sup> September 2023, as funding is dependent on availability and demand.**

First Name			
Surname			
Form Teacher/Group			
Date of Birth		Age on 31 <sup>st</sup> August 2023	
Address			
Post Code			
Student email address			
Student contact number			
Parental Name and Contact number			

Please indicate what you intend to use the bursary for in the academic year	
ITEM DESCRIPTION <i>(eg. Assistance with costs like travel, uniform, essential books and equipment)</i>	APPROXIMATE COST £
<p><b>Please note: The bursary cannot be used for learning support (counselling, mentoring, extra tutoring etc), extra-curricular activities not essential to the student’s study programme or to support general household incomes.</b></p>	

Please include the relevant most up to date evidence you have, to support your claim.

(Copy letters, emails, or confirmation of payments, dated no later than 3 months from this application)

1. Free School Meals			
Are you in receipt of Free School Meals?	YES	NO	When was funding awarded to you?
Did you receive Free School Meals in secondary school?	YES	NO	What school did you attend? Date awarded?
If your secondary school was not Hazelwick School, have you notified West Sussex County Council that you have moved into further education with Hazelwick School?	YES	NO	Any comments
2. Student Support			
Student receiving income support/universal credit	YES/NO	Evidence included with application?	YES/NO
Disabled receiving BOTH the Employment Support Allowance and Disabled Living Allowance	YES/NO	Evidence included with application?	YES/NO
In Care (include confirmation from Local Authority)	YES/NO	Evidence included with application?	YES/NO
Care Leaver (include confirmation from Local Authority)	YES/NO	Evidence included with application?	YES/NO
3. Parent/Carer support			
Do your parents receive income support?	YES/NO	Evidence included with application?	YES/NO
Do you or your parents/carers received Carers Allowance?	YES/NO	Evidence included with application?	YES/NO
Do your parents/carers received Child Tax Credit?	YES/NO	Evidence included with application?	YES/NO
Do you or your parents receive Universal Credit?	YES/NO	Evidence included with application?	YES/NO
Do you or your parents/carers receive income related Employment and Support Allowance?	YES/NO	Evidence included with application?	YES/NO
Do you or your parents/carers receive Job Seekers Allowance?	YES/NO	Evidence included with application?	YES/NO
Do you or your parents receive support under Part 6 of the Immigration and Asylum Act 1999?	YES/NO	Evidence included with application?	YES/NO
Do your parents/carers receive the guaranteed element of State Pension Credit?	YES/NO	Evidence included with application?	YES/NO
If you do not receive financial support but need assistance due to extenuating or exceptional circumstances, please contact <a href="mailto:dhughes@hazelwick.org.uk">dhughes@hazelwick.org.uk</a> to discuss or arrange a private discussion with Head of Year. Evidence to be provide where appropriate.	YES/NO	Evidence included with application?	YES/NO

## Terms and Conditions

I/We confirm that the information provided in support of this application is correct to the best of my knowledge\*.

I/We confirm that we will inform the school of any change in circumstance that may alter the terms of support (change of family circumstances or decision made to leave school).

I/We acknowledge that this information will not be shared, only for the purpose of audit by the EFA (government awarding body).

I/We are aware that financial support provided by this award may be stopped due to poor attendance/behaviour and non-compliance with the Sixth Form Agreement.

I/We are aware that funding can only be provided subject to the school receiving sufficient government funding.

I/We acknowledge the payment schedule as outlined in the Bursary policy and have read and understood the information presented on the school website.

I/We understand that a successful application means that receipts will be necessary for payment to be reimbursed to the student's own personal bank account, as stipulate under the bursary funding conditions.

Student Signature		Date	
PLEASE PRINT NAME			
Parent/Carer Signature		Date	
PLEASE PRINT NAME			

**If you have any query or need assistance completing this form, please contact your Head of Year or Mrs Hughes in the Sixth Form Office.**

**Once you have completed the form**

Please pass to the **Sixth Form Office**, in a sealed envelope **with any supporting evidence**. Please note the contents enclosed will be dealt with confidentially. Your application will also be processed with our Finance department, who may contact the student.

Applications are made for each year of study. A successful application in Year 12 does not automatically mean a student will receive a bursary in Year 13.

Comments

*\*Please be aware that giving false or incomplete information that leads to incorrect/overpayment may result in future payments being stopped and any incorrectly paid funds being recovered. This might result in a referral to the police with the possibility of prosecution.*