

### Waddesdon CE School: 16-19 Bursary Fund Application

Please complete the following form to register your son/daughter's eligibility for the 16-19 Bursary Fund. Please note that the fund is limited. Information relating to applications will be treated confidentially. Applications must be submitted in a sealed envelope to the Sixth Form Office by the deadline specified on the letter.

#### **Student details**

Surname/family name	
Student's first name(s)	
Date of birth and age on 31 <sup>st</sup> August 2025	
Address and postcode	
Nationality	
How many years have you been ordinarily & legally resident in the UK?	
What subjects are you taking in Sixth Form?	

To receive payments, you (**the student**) must have a bank account in your own name that will accept BACS payments. If you don't have one, you need to open one before completing this form.

Name of Account Holder	
Name of Bank	
Branch	
Sort Code	
Account Number	
Roll Number	

#### **STEP 1: Please indicate into which of the three groups you fall:**

##### **GROUP 1: STUDENT FROM A VULNERABLE GROUP**

<b>I am eligible to apply for the 16-19 Bursary Fund as I am a student in a 'vulnerable group'. I am:</b> (please tick)	
<input type="checkbox"/>	A young person who is in care
<input type="checkbox"/>	A care leaver
<input type="checkbox"/>	Receiving Income Support, or Universal Credit because I am financially supporting myself or financially supporting myself and someone who is dependent on me and living with me such as a child or partner
<input type="checkbox"/>	Receiving Disability Living Allowance or Personal Independence Payments in my own right as well as Employment and Support Allowance or Universal Credit in their own right
<b>I live in a household with a gross annual income of:</b> (please tick)	
<input type="checkbox"/>	Up to £16,190
<input type="checkbox"/>	Up to £24,000
<b>I am attaching the following evidence</b> (e.g. an official Social Services letter and /or 3 months of your most recent Universal Credit Award Notices) to support my application:	

##### **GROUP 2: STUDENT WITH A GROSS HOUSEHOLD ANNUAL INCOME OF UP TO £16,190**

<b>I wish to apply to the 16-19 Bursary Fund. I am eligible because I:</b> (please tick)	
<input type="checkbox"/>	Live in a household with a gross annual income of up to £16,190
<b>I am attaching the following evidence</b> (e.g. Inland Revenue Tax Award letter or last 3 months of your most recent Universal Credit Award Notices) to support my application:	

**GROUP 3: STUDENT WITH A GROSS HOUSEHOLD ANNUAL INCOME OF UP TO £24,000**

I wish to apply to the 16-19 Bursary Fund. I am eligible because I: (please tick)	
<input type="checkbox"/>	Live in a household with a gross annual income of up to £24,000
<b>I am attaching the following evidence</b> (e.g. Inland Revenue Tax Award letter or last 3 months of your most recent Universal Credit Award Notices) to support my application:	

**STEP 2: Please indicate your financial need.** Tick the relevant box(es). **The more details you provide, the better assessment we can make about your financial needs.**

- ☐ Tick that you have attached an initial sample of bus tickets/photocopy of bus pass or petrol receipts.
- ☐ By ticking this box, you confirm you are not receiving transport funding from the Post 16 Bucks. Travel Plan

YES/ NO (Tick)	<b>TRANSPORT</b>	
	<b>Distance travelled to school</b>	Miles:
	<b>Mode of transport</b>	
	<b>Costs</b>	Daily return bus ticket:  Bus pass: weekly/termly/annual

IF YOU TICK YES BY EACH SUBJECT, WE WILL ORDER YOU THE DEPT RECOMMENDED TEXTBOOKS	<b>TEXTBOOKS</b>	
	YES / NO	Subject 1:
	YES / NO	Subject 2:
	YES / NO	Subject 3:

YES/ NO (tick)	<b>OTHER ESSENTIAL COSTS E.G. PRINT CREDITS FOR ART/GRAPHICS/PHOTOGRAPHY, INGREDIENTS FOR FOOD SCIENCE, CURRICULUM ESSENTIAL SCHOOL VISITS</b>
	Please give details:

Please note that you have to apply to the 16-19 Bursary Fund at the beginning of each academic year and you cannot be guaranteed the same bursary amount each year. Good attendance (90%+) and a positive Attitude to Learning (at least a score of 3 per subject) are also essential requirements to receive the bursary.

**Evidence/bus tickets/receipts must be kept and submitted for all services/items bought for our auditors; please submit these to the Finance Office in an envelope with the student's name on the front. We cannot release follow up instalments of the bursary, if this evidence of financial need is not up to date.**

**Declaration:** I declare that the statements made on this form are true to the best of my knowledge. I undertake to inform the school in writing of any changes to my financial circumstances.

Signed (student):		Date:	
Signed (parent/carers):		Date:	

For internal purposes:

Date received in school:	ESFA Checklist attached & checked	Signed: