



Redborne Upper School

School Fund

2017/18

Application Form

What is the School Fund?

The School Fund is available to help young people facing financial hardship access their education. The fund is available through the donations from parents and proceeds from school boot fairs and is available to support many aspects of a young person's education. The fund aims to further the welfare of pupils, extra to that provided by Government Funding. The fund is available for:

- Those most in need, including young people in care, care leavers, and those whose families are currently facing financial hardship.
- Other students who may need financial support to help with costs of food, equipment or other course-related costs.

Eligibility

The student whose parents or carers are in receipt of:

- Income support*
- Income based Jobseeker's Allowance
- Support from the National Asylum Support Service
- Child Tax Credit/Working Tax Credit and have an annual income, assessed by the Inland Revenue, that does not exceed the level set by the Inland Revenue for the relevant tax year: £16,010 for 2014/15
- Guarantee element of State Pension Credit
- Income related Employment and Support Allowance*.

Or:

- Be in receipt of Free School Meals
- Be providing care to a sick or disabled relative
- Have a long term medical condition that can affect your studies.

You may NOT be eligible for grants from our school fund if you receive Working Tax Credits.

*From 2013 there is the phased introduction of the Universal Credit to replace Income Support and Employment Support Allowance and Personal Independence Payments to replace the Disability Living Allowance. Where applicable, these benefits will be taken into consideration in the place of the replacements.

There are additional criteria that need to be met to be eligible for a bursary, but it is anticipated that the majority of applicants will satisfy these criteria. These criteria include course types, residency and age restrictions. We will contact you as part of the assessment process if we believe there will be an issue with meeting these criteria.

Applying

If you believe you are eligible for funding, please complete the application.

Please enclose supporting evidence as required and detailed in the appropriate section.

Payment

Successful applicants will receive confirmation of funding and this will be paid in to the appropriate school account. For other expenses, proof of purchase may be required before money is released to the family. Authorisation and approval must be obtained from the school before an agreement to purchase an item is made in relation to the school fund.

Receipt of a payment is conditional on you meeting agreed standards set by the school. These standards relate to attendance, behaviour and progress in studies.

You must complete and return this application form to:

Mr D McGuigan (Assistant Headteacher)
Redborne Upper School
Flitwick Road
Amphill
MK45 2NU
By hand: To North or South School Reception
Email: stdanmcquigan@redborne.com
Telephone enquiries: (01525) 404462

APPLICATION FOR SCHOOL FUND



Student's surname	
Student's forename(s)	
Student's place and date of birth	
Address (including post code)	
Telephone number	
Email address	

The qualifying criterion for claiming this fund is as a student whose parents or carers are in receipt of:

Criteria	Tick as applicable
Income support*	
Income based Jobseeker's Allowance	
Support from the National Asylum Support Service	
Child Tax Credit/Working Tax Credit and have an annual income, assessed by the Inland Revenue, that does not exceed the level set by the Inland Revenue for the relevant tax year: £16010 for 2014/15	
Guarantee element of State Pension Credit	
Income related Employment and Support Allowance*	

Or, the student:

Criteria	Tick as applicable
Is in receipt of Free School Meals (If you think you meet the free school meals eligibility criteria but have not yet applied, please call Central Bedfordshire on 0300 300 8306)	
Has a long term medical condition that can affect their studies	
Is providing care to a sick or disabled relative	
Is a young person in care	
Is a care leaver	
Other (Please provide as much information as possible in the space overleaf)	

Evidence to include should be:

- For Income support, Income based Jobseeker's Allowance, Support from the National Asylum Support Service, Child Tax Credit, Guarantee element of State Pension Credit or Income related Employment and Support Allowance – relevant and documentation showing proof of entitlement
- For Free School Meals – normally no proof will be required as we will already have the necessary documentation
- For a long term medical condition – a letter from your GP/consultant confirming the nature of the medical condition and how it affects their studies.

PTO

Please provide original documents (or bring them in to school and ask for them to be photocopied). These will be returned to you.

Details of evidence provided:

Please provide a brief description of what you would like to use the school fund grant for. Include approximate costs.

The money provided by the school fund will be used for:

A student may be able to apply for support at any time during the academic year. It may also be possible to apply more than once, but usually only where circumstances have not changed.

Students cannot appeal a decision not to award a grant as the Principal's decision is final.

Declaration of parent (if in receipt of a qualifying benefit):

- I confirm that I am in receipt of the qualifying benefit according to the criteria that I have selected above
- I have included the relevant documentary evidence
- I will notify the school immediately if my circumstances change and I cease to receive the relevant qualifying benefit.

Name of parent: _____

Signature of parent: _____

Date: _____

Your application will be processed in due course.

Office use only

Date Received: / / Received by (signature):

Approved by (Position):

Approved? YES / NO (delete as necessary)

Approval Date: / / Approved by (name):

Approved by (Position):