



Caldy Grange Grammar School
CALDAY GRANGE 16-19 BURSARY FUND FOR SIXTH FORM STUDENTS
Application Form

Part 1: Student Details

Forename	
Middle Name/s	
Surname/Family Name	
Date of Birth	
Age on 31 August 2018	
Home Address	
Postcode	
Telephone Home	
Mobile	
Email Address	

Part 2: Parental Contact Details

Title	
Forename	
Surname	
Relationship	
Address	
Postcode	
Telephone Home	
Mobile	
Email Address	

Part 3: Household Details

Please state who you live with and their relationship to you

Name	Relationship to you e.g. mother, father, brother, sister, partner etc.	Age if under 16



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Part 4: Bursary Application – please indicate the bursary that is most relevant to your circumstances. Students may be awarded one bursary per academic year based upon their individual circumstances

Category 1 (Vulnerable Bursary) of £1,200 per annum

If any of the following circumstances apply to you, please tick the appropriate box:

- You are looked after by the Local Authority
- You are a Care Leaver
- You are 16-19 in receipt of Income Support, or Universal Credit in place of Income Support, in their own right
- You are 16-19 in receipt of Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right

- I confirm that I wish to apply for a Category 1 (Vulnerable Bursary) of £1,200 per annum*

You can now move on to Part 5 of the form and tell us about the support that you require

Category 2 (Discretionary Bursary) £1,000 per annum

If any of the following circumstances apply to you, please tick the appropriate box:

- You are in receipt of Free School Meals at any point in your Sixth Form studies

- I confirm that I wish to apply for a Category 2 (Discretionary Bursary) of £1,000 per annum*

You do not need to provide additional evidence as the School have records of your Free School Meals status.

You can now move on to Part 5 of the form and tell us about the support that you require

Category 3 (Discretionary Bursary) £800 per annum

If any of the following circumstances apply to you, please tick the appropriate box:

- Your total household income from employment and/or income based benefits is less than £25,000 per annum

- Or**, that you have exceptional financial circumstances and wish to be considered on a discretionary basis – please read the Guidance document to ensure that you include all relevant evidence as part of Part 6 of this form.

- I confirm that I wish to apply for a Category 3 (Discretionary Bursary) of £800 per annum*

You can now move on to Part 5 of the form and tell us about the support that you require



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Part 5: Support Requested

The Education & Skills Funding Agency does not recommend that large or lump sum bursary payments are made to students.

The School follows this advice and therefore offers individual support as outlined below.

Please complete the table below to indicate how you wish to receive your bursary funding, if approved

		Tick if requested	Amount £
A	Annual bus pass for a School operated bus service <ul style="list-style-type: none"> • Wallasey C-buses £500 • Chester W2 to W5 £920 • Wales W1 £1,020 		£
B	Merseytravel pass (annual, termly etc)	Please describe the exact pass/es that you require and the School can organise this for this you:	£
C	ParentPay Credit	Catering credit - to spend on snacks and lunch at the School. The balance will be held on your account until spent	£
		School trips – we will reserve this amount of funding and apply it to specific trips at your request	£
		Equipment and uniform / sports kit – we will reserve this amount of funding and apply it to specific items at your request	£
D	Direct payment to a nominated bank account	To be paid in termly instalments – 50% during the Autumn term, 25% paid during the Spring term and 25% during the Summer term	£
Total Support Requested – please ensure that the total requested is the same or less than the amount selected in the Bursary Application (Part 4)			£



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Part 6: Income Evidence (For Household)

Please indicate which of the following benefits/income you are currently in receipt of. Please send copies of these as evidence of the household income.

Only required for a Category 1 or Category 3 bursary

Type of Income	Yes/No	Evidence required
A Income Support		Most recent award letter
B Working Tax Credit / Child Tax Credit		Pages 1-4 of your most recent Tax Credit Award
C Income-based Employment and Support Allowance (ESA)		Most recent award letter
D Universal Credit		Most recent award letter
E Other Benefits/Pensions (specify)		Most recent award letter
F Earned income with no additional benefits		Include last 3 monthly wage slips or last 6 weekly wage slips or 4 fortnightly wage slips
G Self-employed earnings with no additional benefits		Audited accounts or official tax return

Part 7: Student Payment Details (BACS)

Name of Bank	
Bank Branch	
Account Holder's Name	
Account Number	
Sort Code	

Part 8: Authorisation by Head of Year

<input type="checkbox"/> Attendance <input type="checkbox"/> Achievement	
Comment	
Signature	
Date	



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Part 9: Declaration

I certify that the information given above is correct and understand that the School has the right to reclaim any funds and equipment costs, if I am found to have provided incorrect information or do not complete my course.

Signature of parent (or student if living independently)	
Date	

Remember:

Your application will not be assessed unless you give your full details and include documentary evidence of household income. If you do not have the specified evidence please contact the Finance Office to discuss possible alternative evidence options. You can also attach a letter outlining any special circumstances that may apply in your case.

Please return this form to:

Calday Grange 16-19 Bursary Fund
Calday Grange Grammar School
Grammar School Lane
Wirral
CH48 8GG

If you need any additional information, help completing the application form or further support, please contact the Finance Office, in confidence, on (0151) 625 2727 or e-mail finance@calday.co.uk