Bracken Hill School 16-19 Bursary Scheme
Application Form for the 2026 to 2027 academic year

Please complete the form and return it to the school office with copies of the supporting evidence.

Student Details

Title:		First name:		Surname:	
DOB:		Age:			
Address:					
Postcode:		Telephone:		Email:	
Have you the right of abode and been resident in the UK for the last 3 years?			Yes ☐	No ☐	

Bursary Criteria

To qualify you must be aged 16, 17 or 18 on 31 August 2026 and meet the EFA's residency criteria. The bursary is paid to enable you to attend training/education with us.

Vulnerable Bursary Criteria

To qualify you (the student) must fall into one of the below categories and produce the required evidence as stated.

Are you in receipt of Income Support or Universal Credit? (Evidence required - Income Support or Universal Credit Statement Letter)	Yes ☐ No ☐
Care Leaver or currently looked after in care or unaccompanied asylum seeker? (Evidence required - letter from Local Authority)	Yes ☐ No ☐
Disabled student in receipt of **both** Employment Support Allowance/Universal Credit equivalent and Disability Living Allowance/Personal Independence Payments (evidence required, financial statement showing **both** ES + DLA/PIP)	Yes ☐ No ☐

Discretionary Bursary Criteria

Your household income is one of the criteria which will help us to assess your application. You may need the person responsible for the household bills to complete this section. DfE guidance states bursaries should be based on actual financial need, not simply income alone.

Please tick to indicate what type of evidence you have provided for the household members and ensure it is dated within the last 3 months where applicable. If you cannot provide evidence, then we cannot process your application for bursary payments.

If you or your siblings are in receipt of Free School Meals, you do not need to provide further financial information in the section below – please proceed to Free School Meal Section

P60 for tax year 2024/25	☐	or Wage slips for household (month 12 or week 52 – March 2025)	☐	Self-employed earnings (official tax return)	☐
Income Support/Universal Credit (award letter)	☐	Working/Child Tax Credit – Full award notice for full year	☐	Child Benefit (award letter)	☐
Disability Living Allowance or Personal Independence Payments	☐	Housing Benefit	☐	Carer's Allowance	☐
Grants or Bursaries	☐	Any other benefits – please specify…….. ……..	☐	Any other income/pension – please specify …….. ……..	☐

Please list the names of the household members and relationship to Student:

Name	Relationship to Student

Free School Meals

Are you or your sibling(s) in receipt of free school meals? Yes ☐ No ☐

Name of Sibling (s)

Support to fund:

Specific need (i.e. transport)	Detail if applicable	Amount applied for	Total

I understand that there is no guarantee that funds will be available when I apply and that if there is a high demand on the funds, awards may be given at a reduced rate.

Bank Details for Vulnerable Bursary Applications

Please be aware that we may pay Discretionary Bursary awards 'in kind' e.g. by purchasing any equipment required or paying for trips.

Vulnerable Bursary payments will be paid directly into Students bank accounts. Please provide your bank details below, as printed on your bank card or statement.

Account Holders Name: _____

Bank Name and Branch: _____

Account Number: ☐☐☐☐☐☐☐☐ Sort Code: ☐☐☐☐☐☐

DECLARATION

- I declare that the information on this form is true and accurate to the best of my knowledge
- I have read and understand the 16-19 Bursary Fund information provided with this application. I have made this claim for Bursary payment, fully aware that any false statements can lead to withdrawal/refusal of any financial support and may leave me open to prosecution.
- I understand that if I refuse to provide information which may be relevant to my claim, the Application will not be accepted.
- I understand that monies I receive under the Bursary Scheme will be paid on condition of standards of attendance and behaviour.
- I will attend regularly and complete the course for which the bursary has been provided.
- When financial changes to my household occur which may result in changes to my claim, I confirm will notify the school immediately.
- I understand that monies I receive under the Bursary Scheme have been awarded to provide me with financial support to allow me to continue in education, and if I leave education all financial support will stop.
- I understand that I do not have an automatic entitlement to Bursary payments, and all payments are based on the information I have provided.
- I am clear that the Bursary payments I receive are to provide me with means to remain in education.
- Any equipment provided will remain the property of the school and should be returned in good condition at the end of the course.
- I understand I have the right to appeal if I disagree with the outcome of my Bursary Application. This appeal should be made to Head of School.
- I am aware that the funding covers only this school year and that I must re-apply next year.

Applicant Signature: **Date:**

Signature of Person in of Charge **Date:**

Household Income: