

Chingford Foundation School - 16-19 Bursary Fund Mandatory Award Claim Form

(This form is only for students who are claiming the Mandatory Award of £1200.)

This form **MUST** be completed by the Student who is claiming.

Name of Student: **Date of Birth:**

Please tick one or more of the following statements:

I am currently in Local Authority care	
I have formerly been in Local Authority care but have now left their care	
I myself am in receipt of Income Support (or Universal Credit) in my own name	
I am disabled and in receipt of both Employment Support Allowance and Disability Living Allowance (or Personal Independence Payments)	

PLEASE SUPPLY SUPPORTING EVIDENCE WITH THIS APPLICATION
(This could include: a letter setting out the benefit to which you are entitled; or written confirmation of your current or previous 'looked-after' status.)

IF YOU NEED HELP IN COMPLETING THE FORM, PLEASE SEEK ADVICE FROM A MEMBER OF THE UPPER SCHOOL TEAM.

Please also read and sign the declaration below:

Declaration:

I do solemnly and sincerely declare that the information I have supplied in this application is true to the best of my knowledge and belief.

If I am found to have made a false declaration I will face disciplinary action. Also if I receive any money based on a false declaration I am likely to be prosecuted and be required to re-pay any money received.

Signed:(student)

Date:.....

PLEASE NOW SUBMIT THIS APPLICATION PLUS ANY SUPPORTING DOCUMENTATION TO THE UPPER SCHOOL OFFICE AS SOON AS PRACTICABLE IN A SEALED ENVELOPE - MARKED 'FAO BURSARY COMMITTEE'.

Notes / Information:

Students who are eligible for this award will be paid a bursary of £1200 during the academic year. A schedule of payments will be issued to any student who successfully claims.

Students who are successful must understand that release of the money is conditional on the following:

- 1) prompt supply to the Upper School Office of student bank account details (in order to facilitate payment)
- 2) maintenance of a satisfactory level of attendance (normally 94% each half-term, with 0% unauthorised absence)
- 3) maintenance of a satisfactory level of punctuality (normally 5 lates maximum per half-term)
- 4) satisfactory conduct (evidenced by referrals / detentions / effort & deadlines data on tracking sheets)

Students **MUST** inform the Bursary Committee of any substantial or material change in their circumstances.