



# The John Milton Sixth Form

AT STOWUPLAND HIGH SCHOOL

## The John Milton Sixth Form 16-19 Bursary Scheme

The John Milton Sixth Form 16-19 Bursary Scheme is designed to help students in need of financial support whilst they are studying A Levels. It is to help students with the cost of travel to sixth form, text books, equipment or fieldtrips and educational visits relating to A level courses.

Allocation of funds will be dependent upon students' personal needs and those of other students. The school will make purchases on students' behalf, including travel expenses.

### Eligibility

#### Group 1:

- Students in care or care leavers;
- Students receiving Income Support or Universal Credit because they are financially supporting themselves or has someone who is dependent and living with them such as a child or partner;
- Students receiving Disability Living Allowance or Personal Independence Payments in their own right as well as Employment and Support Allowance or Universal Credit in their own right.

#### Group 2:

- Students receiving free school meals (FSM) – household with income below £16,190.
- Household income between £16,190 and £25,000.

There may be times through the school year where families find themselves facing hardship or exceptional circumstances but do not meet the above criteria. In these circumstance the school may be able to make discretionary payments from the Bursary scheme on an individual basis.



JOHN MILTON  
ACADEMY TRUST

# Bursary Application Form

Please answer all the questions below and sign the declaration.

## Student Details:

Surname:

Forename(s):

Date of Birth:

Home Address:

Telephone Number:

## Eligibility Part 1 – tick the box that applies to you

- I am a young person in care (including foster care)
- I am a care leaver
- I receive universal credit and live independently of my parents
- I am a disabled young person who received both Employment Support Allowance and a Personal Independence Payment

## Eligibility Part 2 – tick the box that applies to you

- I am a British Citizen/EU National and have been living in Britain/EU for the past 3 years
- I have settled status and have been ordinarily in the UK for the past 3 years
- I am recognised as a refugee by the UK government
- None of the above

## Free School Meals – tick the box that applies to you

- I am in receipt of free school meals
- I have applied for free school meals  
(<https://www.suffolk.gov.uk/children-families-and-learning/schools/school-meals-uniforms-and-trips/apply-for-free-school-meals>)
- If neither of the above apply, please give details of **TOTAL** household income: £\_\_\_\_\_

**Discretionary Bursary – evidence of ALL household income is required – original copies only – tick all boxes that apply to you**

- Employed Income – please provide the most recent P60 or last 3 months' salary slips
- Self Employed – accounts showing annual income
- Child Benefit / Working Tax Credit / Child Tax Credit – please provide your award letter for 2021/22
- Income Support or Universal Credit / Employment Support Allowance / Income Based Jobseekers Allowance / Pension Credit – please provide statements for the last 3 months
- Other benefits: Please specify and include evidence (eg Carers Allowance / Incapacity Benefits)

**Privacy notice**

The information that you provide on this form will be used to assess student eligibility for a 16-19 Bursary payment. This information may be shared with other organisations for administration and statistical purposes; these could include the *Young People's Learning Agency* for England, the *Department for Education, Suffolk County Council*. Stowupland High School and Sixth form is registered under the *Data Protection Action 1998*.

**Declaration**

If you give false or incomplete information, you may be prosecuted. I have read and understood these questions and the Privacy Notice above and declare that the information given on this form is correct and complete to the best of my knowledge and belief.

I/We understand that:

- I/We share responsibility for the information given with any partner named on this form.
- If the student leaves Stowupland High School he/she will not be eligible to receive further payments from Stowupland and may need to repay a proportion, or in exceptional cases **all** of the money paid to him/her as part of this scheme.
- The information given may be shared with other agencies or organisations, as allowed by the law, for the purpose of checking this application and/or the prevention of fraud.

**Student Signature:** \_\_\_\_\_ **Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Carer Signature:** \_\_\_\_\_ **Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

By submitting this form and applying for a bursary you are agreeing to all of the statements and conditions above.