



BUDEHAVEN
COMMUNITY SCHOOL

Headteacher: Mr Dominic Wilkes BSc (Hons) NPQH

Onen Hag Oll
One and all

16 – 19 Vulnerable Bursary Fund/ Discretionary Awards 2026/27

Application Form

Application Process

Eligibility will be determined via a formal application process. You must ensure that all questions on the application form are answered clearly and attach relevant supporting documents.

Please give exact information, and include a print out of any supporting documents, of the equipment / travel costs that you would like to be considered for financial support.

Please return your completed form and supporting documentation to Michelle Skipp, Sixth Form PSA, Budehaven Community School. There is no deadline for applications.

All eligible financial support will be subject to compliance with the Sixth Form Attendance, Punctuality, Engagement & Behaviour Policy. Please ensure that you have read and understood the Policy and are familiar with subject work deadlines before completing this form.

The school will purchase any items on your behalf. If the bursary application is for School Transport that has already been purchased, please provide proof of payment. Reimbursement of Bus Passes will be paid termly.

16-19 BURSARY APPLICATION FORM (2026-2027) :

Student's Name :	
Home Address :	

Guaranteed Bursary Awards

Please answer Questions 1-4

1. Are you a young person in care?	Yes	No
2. Are you a care leaver?	Yes	No
3. Are you a young person in receipt of income support?	Yes	No
4. Are you a disabled young person in receipt of employment and support allowance who are also in receipt of disability living allowance?	Yes	No

If you have answered YES to any of the 4 questions, you do not need to complete any more of this form. If you answered YES to question 3 or 4 please attach evidence of this with your application form.

Discretionary Awards

Please answer Questions 5 & 6

5. Do you or your parent/carer hold an NHS Tax Credit Exemption Certificate?	Yes	No
6. Are you eligible for free school meals?	Yes	No

If you answered YES to Questions 6, please attach evidence of this with your application form.

7. What is your household income?	£
-----------------------------------	---

Discretionary bursaries

If your **total gross household income is below £35,000** you will be able to apply for a bursary award. Evidence of household gross income will be required and may include:

- P60 or 2 months' pay slips or 4 weekly slips dated within 3 months
- 2025 audited accounts or 2025 official tax return or Tax credits award 2025-26 showing self-employed income
- Pension – official letter showing an ongoing pension dated 2026 onwards;
- Universal credit and Earnings above £7,400 per year – all pages of the latest 3 awards statements for 2026 onwards showing earning for each period
- Council Tax Reduction – all pages of an official letter showing ongoing benefit for 2026 onwards
- Child Tax Credit and Income above £17,005 per year-all pages of the 2025-26 tax credit award or bank statements showing 3 consecutive payments dated within 3 months
- Child Benefit – all pages of an official letter showing an ongoing benefit for 2026 onwards or bank statements showing 3 consecutive payments dated within 3 months

The above information need only be provided once each year at the first request for bursary support.

Budehaven Sixth Form 16-19 Discretionary Bursary

Financial support application 2026-2027

Item/s required (full description) :

Quantity	Description of Item/s Required	Cost £
Reason for request of financial support for above items :		

(Please continue on another sheet of paper if necessary)

For Office Use :

Date Received :	Purpose :	Awarded :
Vulnerable :	Discretionary :	Evidence :
Payment : £	Authorised :	