



Claremont Sixth

Your vision, your future

16-19 Bursary Fund — Application Form 2026-2027

Please complete all relevant sections using black ink and block capital letters.

Be sure to provide all relevant supporting evidence, to prevent delay in eligibility assessment — see the 16-19 Bursary Statement for further information.

Deadline for submission of the completed form, along with all requested evidence, is 3.30pm on Wednesday 30 September 2026.

Submissions should be made to Ms Francis, in reception. For bursary enquiries, please contact sally.francis@claremont-high.org.uk.

All information provided is treated confidentially and is only used to assess bursary eligibility and need.

Section 1 — To be completed by student

Student's details

First name: _____

Surname: _____

Date of birth: _____

Tutor group: _____

Address: _____

Postcode: _____

School email address: _____

Mobile number: _____

Bursary type

Which bursary are you applying for? Tick the one that applies to you (note: most students apply for the discretionary bursary).

(i) Bursaries for young people in defined vulnerable groups ☐

- In care
- Care leaver
- In receipt of Income Support (IS), or Universal Credit (UC) in place of Income Support, because financially supporting themselves (or themselves and a dependant living with them), in their own right
- In receipt of Disability Living Allowance (DLA) or Personal Independence Payment (PIP), in their own right, as well as Employment and Support Allowance (ESA) or Universal Credit (UC), in their own right



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(ii) Discretionary bursary ☐

- For students who would otherwise face a barrier to participating in their course. This helps with essential costs — travel, meals, books, equipment or specialist clothing. It is not intended to provide learning support, e.g. counselling, mentoring, or to support non-essential extra-curricular activities.

See the 16-19 Bursary Statement on the school website for further information on eligibility and how awards are assessed.

Travel

Distance from home to Claremont Sixth (miles): _____

Usual mode of travel: _____

☐ I already hold, or will apply for, a 16+ Zip Oyster or 18+ Student Oyster photocard

Estimated remaining travel cost after any TfL concession (if known):

☐ The student currently receives travel support from Brent Council (e.g. Personal Travel Budget, Independent Travel Training, council-arranged transport) — if ticked, please give details below

Details of any existing Brent Council travel support: _____

Meals

☐ The student needs support with the cost of meals during the school day

☐ The student is already on Free School Meals (if unsure, leave blank — we will check)

(Note it is the parent/carer's responsibility to apply for Free School Meals where they believe they may be eligible)

Actual costs

Below is a list of qualifying costs which bursary funding may be used for. Please provide details of any qualifying costs you expect, so these can be included in your costed needs assessment if your application is successful. Awards are based on your actual costs, not a fixed amount.

- Travel to and from Claremont Sixth (see above)
- Meals during the school day, where evidenced need applies
- Course books or related revision materials
- Course-related equipment (e.g. calculator)
- Course-required trips (e.g. field trips)
- Cost of attending University/Apprenticeship admission interviews
- Cost of sitting University/Apprenticeship entrance assessments
- UCAS/Apprenticeship application fee
- Winter jacket only (of reasonable cost)

Please list expected qualifying costs and approximate amounts:

Item	Approx. cost

Digital Device Request (if applicable)

☐ I am requesting support towards the cost of a laptop, tablet or other digital device.

Type of device requested: _____

Approximate cost: £ _____

Course(s) requiring the device: _____

Please explain why the device is required to support your studies:

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Do you currently have access to a suitable device at home?

☐ Yes

☐ No

If yes, please provide details:

Student Declaration (complete if requesting a digital device)

☐ I understand that support towards a laptop, tablet or other digital device is not automatically available and will be assessed individually.

☐ I understand that, if approved, the school will normally subsidise up to 50% of the cost of an appropriate educational device, with the remaining balance being my responsibility and/or that of my parent/carer.

☐ I understand that any device funded through the bursary must be used to support my course of study.

☐ I understand that ownership of an approved device will transfer to me upon successful completion of my programme of study.

☐ I understand that if I withdraw from my programme before completion, the school may require repayment of the bursary contribution or return of the device.

Student signature: _____

Date: _____

Declaration (all students to complete, even if not requesting a digital device)

☐ I confirm the information I have provided in this form is correct. I understand that providing false or incomplete information may result in my bursary funding being reduced or removed, and in serious cases may be referred to the police.

☐ I will inform the school, in writing, of any change to the information provided or to my personal circumstances.

☐ I understand that payments are based on an individual assessment of my actual costs, in line with DfE guidance, and that meeting the eligibility criteria does not guarantee a bursary or a specific amount.

☐ I am clear that I must maintain 90%+ attendance, or my bursary will be reviewed, which could result in it being reduced or removed.

☐ If my application is successful, I understand I will need to provide my own bank details, for money to be paid directly to me.

Student signature: _____

Date: _____

Section 1 — To be completed by parents/carers

Parent/carer details

First name: _____

Surname: _____

Address: _____

Postcode: _____

Telephone number: _____

Email address: _____

Household information

Number of people living at the above address: _____

Number of adults living at the above address: _____

Number of dependants (including this applicant): _____

Financial information

Number of adults in household with income: _____

Adult 1 annual income: _____

Adult 2 annual income: _____

Adult 3 annual income: _____

Adult 4 annual income: _____

Total household income* (all working adults): _____

Tick if any working adults are in receipt of:

- ☐ Universal Credit
- ☐ Working Tax Credit
- ☐ Child Tax Credit
- ☐ Job Seeker's Allowance

** The household income banding system is not used to calculate bursary awards. Awards are based on individually assessed participation costs. The banding system is used solely to prioritise applications should demand exceed the bursary allocation available in a particular year.*

Supporting documents — all applicants

Please attach with this completed form:

- ☐ Proof of address — a recent letter from a bank/building society or other official correspondence
- ☐ Proof of number of dependants in household
- ☐ Payslips — copy of three most recent payslips for each working adult
- ☐ Benefit award notices — copy of three most recent UC statements, or P60/P45, as applicable

Additional evidence — defined vulnerable group applicants only

- ☐ Written confirmation of current or previous looked-after status from the relevant local authority (in care / care leaver)
- ☐ Copy of Income Support or Universal Credit award notice, in the student's name, confirming entitlement in their own right
- ☐ Copy of ESA or UC award notice AND evidence of DLA or PIP receipt, all in the student's own right

The school reserves the right to determine the most appropriate form of support, including direct purchase, reimbursement, in-kind provision, partial subsidy or loan of equipment, depending on the student's assessed need and the funding available.

Declaration (parent/carer)

- ☐ I confirm I have read the residency criteria in the DfE funding rules for post-16 provision.
- ☐ I confirm the student named on this form meets the residency criteria.
- ☐ I confirm the information I have provided is correct. I understand that providing false or incomplete information may result in bursary funding being reduced or removed, and in serious cases may be referred to the police.
- ☐ I will inform the school, in writing, of any change to the information provided or to the student's circumstances.
- ☐ I understand that payments are based on an individual assessment of the student's actual costs, in line with DfE guidance, and that meeting the eligibility criteria does not guarantee a bursary or a specific amount.
- ☐ I am clear that the student must maintain 90%+ attendance, or the bursary will be reviewed, which could result in it being reduced or removed.
- ☐ If the application is successful, I understand the student will need to provide their own bank details, for money to be paid directly to them.

Parent/carer signature: _____

Date: _____