



## Bennett Memorial Diocesan School Music Bursary

Bennett Memorial Diocesan School believes that all students should have an equal opportunity to participate in all school activities including access to music tuition.

The school offers music bursaries for **either** instrumental **or** vocal tuition for those students who fulfil the eligibility criteria. Each applicant is eligible for one bursary only.

### **Eligibility**

#### **High Priority:**

For students from families who are on low incomes who are eligible for Free School Meals, or have received Free School Meals at any time in the last 6 years. This applies to families in receipt of any one or more of the benefits listed below:

- Income support.
- Income-based Jobseeker's Allowance.
- Income related Employment and Support allowance
- The guaranteed element of State Pension Credit
- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- Child Tax Credit (provided you are not also entitled to Working Tax Credit and have an annual gross income (as assessed by HM Revenue and Customs) of no more than £16,190).
- Support under part V1 of the Immigration and Asylum Act 1999, if you are an asylum seeker
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit

You can apply for Free School Meals via the local authority website, which for Kent is:

<http://www.kent.gov.uk/education-and-children/schools/free-school-meals>

- From 1 April 2018, all existing free school meals claimants will continue to receive free school meals whilst Universal Credit is rolled out. This will apply even if their earnings rise above the new threshold during that time.
- In addition, any child gaining eligibility for free school meals after 1 April 2018 will be protected against losing free school meals during the Universal Credit rollout period
- Once Universal Credit is fully rolled out, any existing claimants that no longer meet the eligibility criteria at that point (because they are earning above the threshold or are no longer a recipient of Universal Credit) will continue to receive free school meals until the end of their current phase of education (i.e. primary or secondary).

Please note that evidence of eligibility must be submitted with the application form below.



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### Level of Bursary:

Bursaries will be offered at the following levels; for one instrument **or** vocal tuition course per student.

1. 100% if the student is undertaking a course in GCSE or A level Music
2. 75% if the student is not undertaking a course in GCSE or A level Music

### Medium Priority:

- Discretionary payment according to application. Allocations will only be made if sufficient funds remain after allocation of High priority bursaries.
- Those students with an identifiable financial need who are not eligible for High priority bursaries and whose total annual household income is **below £25,000**

These proportions are based on the assumption that the termly cost (x3 per year) does not exceed £175

### **Applying for bursary**

Please complete the application form below, attaching the paperwork as required, and return to the school marked for the attention of the Finance Office.

Bursaries are paid termly (x3 per year), with payments made direct to the tutor. Applications for each term must be received by the last day of October, the last day of February and the last day of May for each of the terms respectively. Bursaries will not be backdated to previous terms if applications have not been made by the deadline for that term.

- Communication of the decision will be e mailed to the applicant by the Finance Office
- Decisions concerning the allocation of funds will rest with the Leadership Management Team.
- Any appeal against the panel's decision should be made in writing to: Mr J Sparke, Headteacher
- The Bursary Policy will be reviewed and updated on an annual basis, depending on government policies and any local arrangements.



**Bennett Memorial Diocesan School  
Music Bursary**

**Music Bursary Scheme Application Form**

<b>Part 1 - Student details</b>	
Surname	Forename(s)
Year	Reg. Group
Address	Date of birth
	Telephone No
Post code	
<b>Part 2 - Music Tuition</b>	
	<i>*please delete as applicable</i>
Is the student studying a music exam course	Y/N *
If so at what level?	GCSE/A Level *
Type of instrument (or voice)	
Name of tutor/provider	
How long has student been learning? <i>(include grade if applicable)</i>	
Type of tuition	Group/Individual *
Cost of lessons per term (3 terms per year) <i>Please attach copy invoice</i>	£                      per term
<b>Part 3 Evidence of eligibility</b>	
Have you applied for any other bursary funding? If so please specify	Y/N * Details:
Please specify which level of bursary you are applying for	High/ Medium

<b>Parent /guardian details</b>	
Name <i>Parent/guardian 1</i>	
Address	
E mail address	



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Name <i>Parent/guardian 2</i>	
Address	
E mail address	

**Part 4 Income details for the household**

Please send evidence to support this income.

**Household Income**

Please include copies of the required supporting documentation with this form.

My total annual household income is:	£
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Please tick the supporting documentation provided

Receipt of benefit (please state)	
P60 ( <i>tax year 2017-2018</i> )	
Tax Credit Award ( <i>tax year 2017-2018</i> )	
Evidence of self-employment income ( <i>tax year 2017-2018</i> )	

**Part 5 Declaration**

I confirm that all information supplied on this application is correct and that the school has the right to withdraw funding if my circumstances change.

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Applications where Household Income exceeds £25,000 per annum will not be considered for support under this scheme**