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**Important Information**

Please complete all questions, the information is needed to be able to consider your application. Continue on a separate sheet of paper if there is not enough space.

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All figures given on the form **must** be accompanied by supporting documentation. Details of what should be provided can be found overleaf. If you cannot provide this, please explain in detail in your personal statement.

**Incomplete applications and applications without supporting documentation will not be considered.**

All offers of financial assistance have the following conditions:

1. Your child/children maintain a good attendance record, makes good progress and acts in accordance with the school's expectations relating to behaviour.
2. The financial contributions agreed remain up to date.
3. The details of the agreement remain strictly confidential.

It is expected that all families applying for a bursary will have already considered how they can increase their income and reduce their expenditure, and will have investigated other means of funding the school fees.

When a child in receipt of a bursary leaves the school any deposit(s) held by the school will be retained by the school

Where a child’s parents are no longer living together, we normally require both parents to submit financial information prior to granting a bursary. This may be done together, or on separate forms. If this is not possible for any reason, this should be explained in your personal statement.

All bursaries are re-assessed on an annual basis,please return this application by **15th March 2019.**

You will be informed in writing as to whether your application has been successful.

**Evidence required**

The following supporting documentation should be included with your application. If you are unable to provide any of the following documents, you should explain why in your personal statement. If any figures in your application do not match figures in the supporting documentation you should explain why in your personal statement.

We recommend that you provide photocopies rather than original documents. If you would like the supporting documents returned, please include a stamped, addressed envelope. None of the supporting documents are retained on file. If you do not include a stamped address envelope, the supporting documents will be destroyed once the bursary group have made their decisions.

1. Three consecutive months of recent statements for all bank accounts (printouts from internet banking are fine).

2. Evidence of income:

1. If employed, your last three most recent pay slips, or
2. If self-employed, your most recent tax return, or
3. If unemployed, confirmation of entitlement to benefits.
4. If retired, confirmation of income from pensions.

3. Evidence of housing costs eg:

1. Tenancy agreement showing monthly cost, or
2. Your most recent mortgage statement.

**Declaration**

I/we certify that all the details in this application and any additional papers I/we have attached are correct to the best of my knowledge. I/we understand that all information given will be confidential.

I/we understand that the school has limited resources and cannot guarantee that my application will be successful.

I/we understand that the school’s Business Model allows for 30% of pupils in each of Years 1-5 (the Primary School Years) to be able to be in receipt of a Bursary if they meet the income threshold for a Bursary. The Bursary is equivalent to a full term’s fee remission a year – a saving on fees of £2659. This reduces the monthly direct debit payments required from £664.75 to £443.17.

I/we understand the conditions on which any Bursary award is made, and that the Bursary may be withdrawn by the School in the event of a condition not being met.

I/we confirm that should any of my circumstance change positively during the course of the academic year that I/we will inform the School Administration Manager at Bristol Steiner School without delay.

Signed……………………………………………………………………………… Date…………………………………………………

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Signed……………………………………………………………………………… Date………………………………………………….

Name of Parent(s) Guardian or Carer ………………………………………………………………………………………………

……………………………………………………………………………………………………

Address …………. …………………………………………………………………………………………

…………..…………………………………………… Post Code……………………….…

Email Address ………………………………………………………………………………….……..

Telephone Day……………………………………………………………………………………

Evening……………………………………………………………………………..

Mobile………………………………………………………………………………

Children’s Details

Name ……………………………………………………………………………………… Class…........................

Name ……………………………………………………………………………………… Class……………….………

Name ……………………………………………………………………………………… Class…………….…………

Name ………………………………………………………………………………………. Class……………….………

Home address of Children if not living with you ………………………………………………………….……..

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|  |  |  |
| --- | --- | --- |
| **HOUSEHOLD INCOME** | **AMOUNT (£)**  **PER MONTH** | **FOR OFFICIAL USE**  **ONLY** |
| Average gross earnings per month Self |  |  |
| Partner |  |  |
| Benefits / Tax Credits per month |  |  |
| Pensions per month |  |  |
| Maintenance payments received per month |  |  |
| Contributions from other adults (grown up children,  lodgers, etc.) per month |  |  |
| Other income per month (give details) |  |  |
| **TOTAL INCOME** |  |  |

|  |  |  |
| --- | --- | --- |
| **HOUSING EXPENDITURE** | **AMOUNT (£)**  **PER MONTH** | **FOR OFFICIAL USE**  **ONLY** |
| Mortgage |  |  |
| Rent |  |  |
|  |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| **TOTAL HOUSING EXPENDITURE** |  |  |

|  |  |  |
| --- | --- | --- |
| **Assets** | **Estimated value** | **FOR OFFICIAL USE**  **ONLY** |
| Property (house flat etc) |  |  |
| Stocks and shares |  |  |
| Other Major assets (give details) |  |  |
| Other Major assets (give details) |  |  |
| Other Major assets (give details) |  |  |

**PERSONAL STATEMENT**

This is an opportunity to add any further information to support your application. For example, you may wish to tell us:

⮚ What other sources of funding you have investigated;

⮚ Whether your situation is expected to be long- or short-term;

⮚ Details of any recent change in your circumstances;

⮚ Any special factors of which you think we should be aware.

* What plans do you have to improve your situation?