

Abingdon & Witney College
Student Financial Support Guidance 2023 – 2024



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Introduction

Abingdon & Witney College is committed to ensuring that all students are able to access education, regardless of their personal financial circumstances. The purpose of this guide is to provide students with information on the financial provisions available to the College and the criteria used to determine eligibility. The policy is aimed at all students studying courses funded by the Education and Skills Funding Agency (ESFA) at Abingdon & Witney College and is written in accordance with guidelines published by the ESFA. It should be noted that eligibility criteria are often based on age at the 31st August of the year of application. Young people with an Education, Health & Care Plan (EHCP) are funded as 16-18-year-old students up to the age of 25, and as such are eligible for age-related financial support directed at 16-18-year-old students.

We cannot guarantee funding as this is subject to what is available from the Government. All applications are on a first come first served basis. All applications will be put on hold once all the funding allocation has been used and students will be notified of this. Applications will be assessed on individual need.

Personal information shared with Abingdon & Witney College regarding financial support will be treated sensitively and kept securely in accordance with data protection regulations.

Electronic copies of records are kept and will be needed for auditing purposes. Records will be archived for seven years by the college and then destroyed in accordance with the college Data Protection Policy.

Financial Support at Abingdon and Witney College

Students of Abingdon & Witney College can apply for financial support from the following ESFA* funded schemes which are administered by the College:

- 16-18 Vulnerable Student Bursary
- 16-18 Discretionary Student Bursary
- Free College Meal
- 19+ Discretionary Learner Support Bursary
- Advanced Learner Loan Bursary
- Community Learning Discretionary Bursary

Applicants to all financial support funds administered by the college will be required to provide evidence of household income, including benefits.

In addition, eligible students may apply for support from the following schemes which are administered centrally by the Student Bursary Support Services (SBSS). Care to Learn is available to support young parents under the age of 20 with childcare costs and applications are made via the SBSS portal. Although college staff are not involved in the processing of applications or payments under this scheme, they will, of course, provide support to students with making applications to the SBSS.

*If you do not know if your course is ESFA funded, please ring the Bursary team and they will be able to provide you with that information. Please see the Team's contact information below. Please call **01235 216212** or email your question to studentbursaries@abingdon-witney.ac.uk

Course Fees

Students aged 16-19* do not have to pay tuition or exam fees, but those aged 19+ at the start of their course may have to pay full fees. A fee reduction is available on many of our courses. Please see the college prospectus and website for more details.

You can also ring the Admissions team on 01235 216 400

Students studying at level 3 or above and aged 19 or over at the start of their course may be eligible for an Advanced Learner Loan. Further information, including how to apply, can be found on the Government website www.gov.uk/advanced-learner-loan.

** Students aged under 19 on the 31st August 2023, or aged under 25 if they have an EHCP.*

How to apply for a Bursary

You can apply directly for a bursary on the Abingdon and Witney College website via Pay My Student Portal by following <https://abingdonwitney.paymystudent.com/portal/>. If you need any help in completing the application or have any questions, please call our Bursary team on 01235 216 212 or email studentbursaries@abingdon-witney.ac.uk. Early submissions are encouraged. A new application must be made each academic year that you are attending college.

How to register/ sign in to apply

There are two methods in which you can log into the Pay My Student Portal.

1. You can sign in using your College computer log in details. This will be the easiest and quickest way to log in and saves the need to remember another set of log-in details. To do this please click on 'Sign in with Microsoft' and then log in as you would using your college computer in class.
2. Alternatively, you can create an account with Pay My Student. To do this, you will need to register using your Student Number*, date of birth and then by setting a password. You will receive an activation email. The email activation will be sent to the email address you provided on your application or enrolment form, so please make sure that Admissions have an up-to-date email address for you.

*To obtain your Student Number, please ring the Bursary team on 01235 216 212 and they can provide this information for you. Alternatively, any correspondence you receive from College should display your Unique Student/ Learner number.

The screenshot shows the 'Student Bursary Portal' interface. At the top, there is a red header with the Abingdon & Witney College logo on the left and the text 'Student Bursary Portal' on the right. Below the header, a 'Welcome' section contains the following text: 'Welcome to the Online Bursary Applications system where you can apply for bursary funding for the 2021-22 academic year. Applications need to be made in the students name. PLEASE NOTE THAT EVIDENCE OF BANK STATEMENTS AND BENEFITS NEED TO BE COMPLETE DOCUMENTS AND NOT SCREEN PRINTS FROM MOBILE PHONES. If you are unsure as to what your student number is, please contact Admissions on 01235 216400.' Below this, there are three main sections: 'Login using your Microsoft account' with a 'Sign in with Microsoft' button; 'Register' with fields for 'College Student Number - you will find your student number on your ID badge:', 'Date of birth:', 'Pay My Student Password:', and 'Confirm your newly created Pay My Student Password:', and a 'Register' button; and 'Login' with fields for 'College Student Number - you will find your student number on your ID badge:', 'Date of birth:', and 'Pay My Student Password:', and a 'Login' button. A link for 'Forgotten your password? This will connect to the e-mail that you gave us at enrolment' is also present in the login section.

Available support funds

16-19 Vulnerable Student Bursary

The Vulnerable Student Bursary is available to students that fall into one of the following categories, as set out by the Government:

- In Care,
- Care Leaver,
- Receiving Income Support (IS), or Universal Credit (UC) because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them, such as a child or a partner,
- Receiving Disability Living Allowance (DLA) or Personal Independence Payments (PIP) in their own right as well as Employment and Support Allowance (ESA) or Universal Credit (UC) in their own right.

These funds are administered in accordance with the ESFA guidance, and as such the following definitions apply:

The 16-19 Bursary fund defines 'in care' as children looked after by a local authority on a voluntary basis (section 20 of the Children Act 1989) or under a care order (section 31 of the Children Act 1989). Section 22 of the Children Act 1989 defines the term 'Looked after child'.

A 'Care Leaver' is defined as:

- A young person aged 16 and 17 who was previously looked after for a period of 13 weeks consecutively (or periods amounting to 13 weeks), which began after the age of 14 and ended after the age of 16; or
- A young person aged 18 or above who was looked after prior to becoming 18 for a period of 13 weeks consecutively (or periods amounting to 13 weeks), which began after the age of 14 and ended after the age of 16.

A young person placed with a foster carer by the local authority, including where the foster carer is on the books of an independent fostering agency, is classed as looked after.

A child who is privately fostered is not classed as looked after and is not eligible for the bursary for vulnerable groups.

A young person, who was previously in care of the local authority and the care was transferred to another party via a permanent form of fostering such as a Special Guardianship Order, will be defined as a Care Leaver. They must meet the definition of a Care Leaver in full. This is defined above.

Eligible students aged under 19 on the 31st August 2023 may apply for an award of up to £1,200 over the academic year. The student will be required to demonstrate a financial need as part of their

application. This award will be used for essential costs of participating in their study programme. This bursary fund is not guaranteed.

These essential course-related costs can include:

- Equipment,
- Uniform,
- UCAS application fee,
- PPE,
- Travel to college*

**Travel will be assessed upon the most cost-effective method of transport. The college will only pay transport for learners that live 2+ miles away from their designated campus.*

The college will request proof of student eligibility as determined by the ESFA guidance for auditing purposes. For example

- For students who are In Care or a Care Leaver, written confirmation of their current or previous looked-after status from the relevant authority. The evidence could be a letter or email but must be clearly from the local authority.
- For students in receipt of UC or IS, a copy of their UC or IS award notice.
- For students receiving UC/ ESA and DLA and PIP, a copy of their UC claim from DWP. Evidence of receipt of DLA and PIP must be provided.

16-18 Discretionary Student Bursary

Students aged under 19 on the 31st August 2023, or aged under 25 if they have an EHCP, from households on a low income, may be eligible for a contribution towards essential course costs.

These essential course-related costs include:

- Equipment,
- Travel to college*

The college will financially contribute 75% towards singled valued course items that costs more than £100.

**Travel will be assessed upon the most cost-effective method of transport. The college will only pay transport for learners that live 2+ miles away from their designated campus.*

The financial support fund will not cover the following costs:

- Providing learner support,
- Support extra-curricular activities where these are not essential to the students' study programme,
- Support general household income.

'Low income' will be defined annually in accordance with the Government and sector advice and published to students by the 31st August each year. This is a **discretionary** financial support fund and the college will assess students based on their individual circumstances.

Students who are undertaking a T Level qualification may also be eligible for travel costs to their industry placements.

Eligibility criteria

To be eligible for this bursary, the learner must fulfil the following requirements.

- The learner must be studying an ESFA-funded programme at Abingdon and Witney College.
- Applicants must be aged between 16-18 on the 31st August 2023 or be aged under 25 with an EHCP.
- The learner must have an annual household income of less than £30,000 per year.
- Applicants must meet the residency requirements.

Free College Meals

Further education students in college may be eligible for the Free College Meal provision. If eligible, the money for free meals will be given to the student on their Wisepay account, unless stated otherwise.

Student eligibility

The learner must fulfil the following requirements.

- They must be aged 16 or over, but under 19 on the 31st August 2023.
- Students aged 19 or over are only eligible to receive a free meal if they are continuing a study programme they began before they turned 19 or the learner has an EHCP.

Free meals funding is a targeted financial support for those who are financially 'disadvantaged'. The Department of Education defines 'disadvantaged' in this context as living in a household where one or more of the following benefits are received:

- Income Support,
- Income-based Jobseekers Allowance,
- Income-related Employment and Support Allowance (ESA),
- Support under part VI of the Immigration and Asylum Act 1999,
- The guaranteed element of State Pension Credit,
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190 as assessed by her Majesty's Revenue and Customs (HMRC)),
- Working Tax Credit run-on, paid for 4 weeks after someone stops qualifying for Working Tax Credit,
- Universal Credit with net earnings not exceeding the equivalent of £7,400pa.

A parent or student must be in receipt of one of the qualifying benefits set out above to be eligible for free meals.

A student is only eligible to receive free meals when they, or a responsible adult on their behalf, have made a successful application via the bursary portal.

19+ Discretionary Learner Support Bursary

The 19+ Discretionary Learner Support Fund aims to financially support adults who are undertaking an ESFA funded AEB course at Abingdon and Witney College. Students aged 19 or over on the 31st August 2023, with a low income, either as an individual or living with a partner, may be eligible for support with course costs.

These course costs can include:

- Equipment,
- Uniform,
- Travel to College*
- Childcare**
- A contribution towards the cost of tuition fees.

**Travel will be assessed upon the most cost-effective method of transport. The college will only pay transport for learners that live 2+ miles away from their designated campus.*

*** The college will only fund childcare if it is with a registered Ofsted provider.*

‘Low income’ will be defined annually in accordance with the Government and sector advice and published to students by the 31st August each year. This is a **discretionary** financial support fund and the college will assess students based upon their individual circumstances.

If a learner is in receipt of any state benefits, it is their responsibility to inform the Department of Work and Pensions (DWP) about bursary support provided by the college.

Eligibility criteria

To be eligible for this bursary, the learner must fulfil the following requirements.

- The learner must be studying a Level 2 or below ESFA programme at Abingdon and Witney College.
- The applicant must be aged 19+ on the 31st August 2023.
- The learner has a combined household annual income of less than £47,000.
- Applicants must meet the residency requirements.

Advanced Learner Loan Bursary

The Advanced Learner Loan Bursary is a fund which supports students who have been approved for an Advanced Learner Loan by the Student Loans Company (SLC). Students aged 19 or over on the 31st August 2023, with a low income, either as an individual or living with a partner, may be eligible for support with course-related costs. Students must be studying a general or technical qualification at either level 3, 4, 5 and 6 at Abingdon and Witney College.

These course-related costs can include:

- Childcare*
- Equipment,
- Travel to College**

**The college will only fund childcare if it is with a registered Ofsted provider.*

*** Travel will be assessed upon the most cost-effective method of transport. The college will only pay transport for learners that live 2+ miles away from their designated campus.*

This is a **discretionary** financial support fund and the college will assess the student's application based on their personal circumstances,

If a learner is in receipt of any state benefits, it is their responsibility to inform the Department of Work and Pensions (DWP) about bursary support provided by the college.

Eligibility criteria

To be eligible for this bursary, the learner must fulfil the following requirements.

- The learner must be studying a Level 3 or above qualification ESFA programme at Abingdon and Witney College.
- Have an approved Advanced Learner loan from the Student Loans Company.
- The applicant must be aged 19+ on the 31st August 2023.
- The learner has a combined household annual income of less than £47,000.
- Applicants must meet the residency requirements.

Please note- as part of the evidence requirements for an Advanced Learner Loan bursary, the student must upload the confirmation letter of the Advanced Learner Loan.

Community Learning Discretionary Bursary

This fund is designed to ensure that financial barriers do not prevent any student from furthering their education. Any student enrolled to a Community Learning course may apply to this fund for financial support to enable them to continue to engage with education. 'Low income' will be defined annually in accordance with the Government and sector advice. This is a **discretionary** financial support fund and the college will assess students based on their individual circumstances.

Eligibility criteria

To be eligible for this bursary, the learner must fulfil the following requirements.

- The learner must be participating in a community learning.
- The applicant must be aged 19+ on the 31st August 2023.
- The learner as an individual or a combined household annual income of less than £30,000.
- Applicants must meet the residency requirements.

Childcare

Students under 20 who require childcare will need to apply direct to the Care to learn scheme. For further information on this scheme, please go to www.gov.uk/caretolearn or contact your local Young People's Centre.

If you are over the age of 20 and require help with childcare costs, you can apply for this online. We will require you to complete a Childcare Terms & Conditions Agreement Form and a Childcare Provider form for each child that you are requesting childcare funding for. Please note, we cannot provide funding for childcare if the provider is not Ofsted registered.

The Childcare Provider Form (to be completed by the childcare provider and a copy retained for their records) is used to inform the college of the childcare arrangements such as fees, days, hours start/end times and the names of the children being cared for.

The information section of the Childcare Provider form contains advice for childcare providers, setting out the nature of the agreement between all the parties involved. The advice provided is as follows:

- The childcare provider's contract is with the student and now with the college.
- The student will only be awarded funding for the days/ hours they are required to attend college or work experience.
- The student is responsible for any childcare provider registration fees, meals and snack fees and any activity fees or additional costs.
- The student is expected to use their child's/children's entitlement to nursery education funding for each day they are receiving funding for childcare costs from the college.
- Childcare payments will only start once the student has enrolled at the college.
- Payments will be made termly by BACS into the nominated bank account on the Childcare Provider Form.
- The student will receive a communication confirming how much funding for childcare has been awarded to them.
- If the student's childcare costs increase during the academic year, the college will only pay these additional costs if they are agreed in advance with the college.
- All payments are based on the student's attendance. Funding for term 2 and 3 will be withheld if their attendance falls below 90%.
- If funding is withdrawn, the student is responsible for any costs owed to the childcare provider.
- If the student leaves their course early, they are responsible for any costs to cover the period of notice needed by the childcare provider if applicable.
- The college will not pay any childcare costs incurred after the 1st July 2024.

The college will not cover costs during holiday periods or study days. Please find a template for the Childcare Provider Form and the Childcare Terms and Conditions at the end.

Evidence Requirements

When assessing applications for financial support, the college will need evidence of the household income declared on the application form before we approve any payments. The evidence provided will help us make an appropriate award.

For students aged 16-18 or a student under the age of 25 with an EHCP, this evidence will need to be for each parent/carer/ guardian within the household. For students aged 19+, this needs to be for the student applying for the financial support and other adults within the household.

Common examples of suitable evidence include:

- Bank Statement. For a period of one full month, showing household income and/or benefits being paid into the account. This bank statement should be no older than 6 weeks and must display the name and address of the account holder.
- Benefit Award letters*
- Pay Slips

Please provide a complete copy (all pages) of any benefit statement letters. If you receive Universal Credit, we can accept a screen shot of your award (all pages) which includes your name, address, and the amount that you receive each month. All evidence must be dated within the last two months prior to your application.

You can upload your evidence to the Pay My Student Portal. If you do require assistance, you can also bring these documents to the Bursary team at the college. The team can scan these documents on your behalf and upload them directly to your bursary application. You can also email your documentation to the Bursary team at studentbursaries@abingdon-witney.ac.uk.

*Relevant Benefit Award Letters include the following:

- Job Seekers Allowance,
- Employment and Support Allowance,
- Income Support,
- Housing Benefit- to include earnings and calculation pages,
- Universal Credit,
- Working/ Child Tax Credits,
- Pension Credit.

If you are self-employed then you must provide your most recent Self-Assessment and/or letter from your Accountant (on accountant headed paper).

If you are in receipt of a private pension, please provide evidence in the form of advice slips/ pension statement or a bank statement.

If personal circumstances change, students must inform the college

Please note, student financial awards should be paid into the student's bank account, but if you are aged 16-19 years old and do not hold a bank account, we can pay this into a parents/ guardian's bank account.

If evidence is not provided to complete the application, we will remind the student via email, letters and telephone calls. ***If this fails to gain a response after three attempts within one calendar month, we will place the application on hold where it will remain awaiting contact from the student.*** Any fees that would have been covered by the bursary will then become payable to the college by the student.

Students on courses of less than 30 weeks, those who become eligible during the year or those on a part time course will get a pro-rata award based on the amount of time spent in college over the academic year.

Please note, the college will not approve any awards without evidence of income or benefits. Students should be aware that submitting false or incomplete information, which leads to an incorrect/ overpayment, may result in future payments being stopped and any incorrectly paid funds being recovered. This might result in a referral to the police with the possibility of facing prosecution.

Application Summary and Declaration

It is important that you have read, understood and ticked that you have read the declaration at the end of the online application. For students under the age of 18, the declaration must also be signed by their carer/ parents/ guardian.

The financial support administered by Abingdon and Witney College shall be subject to students meeting the attendance and behaviour conditions: Ready, Respectful, Safe.

If a student has been absent from college for a period of 4 continuous weeks or more (excluding holidays), the college has the right to withhold payments.

What Happens Next?

Once we have all the information and evidence required, your application will be assessed by members of the Bursary team, and you will be emailed with a decision regarding your application.

Please remember your application cannot be processed unless you complete all COMPULSORY SECTIONS of the online application making sure you electronically sign the declaration and provide full copies of HOUSEHOLD INCOME AND ANY BENEFITS RECEIVED.

Any financial assistance granted is based on satisfactory attendance of 90% or above. Failure to reach this attendance minimum may lead to financial support being withheld. If you feel that your attendance record is not correct, please speak to your Tutor or Student Performance Manager.

Bursary award decisions will be made by the Student Finance Panel. The Student Finance Panel consists of The Head of Student Engagement, and another member of the Student Engagement Team. We will communicate with students via email regarding award decisions, including unsuccessful applicants who are not eligible for an award.

Students who owe the college course costs for previous academic years will only be supported by the Student Finance Panel in exceptional circumstances or when their debt is paid.

This application is only valid for one year and students returning to College for the 2024/2025 academic year will need to reapply with up to date evidence in the summer of 2024. Students will not normally be given student financial support awards for more than two consecutive years. In exceptional circumstances, where there is a clear progression of skills and qualifications, awards may be given for a longer period of time.

Appeals

Students who wish to appeal against a Student Finance Panel decision may do so. Appeals should be made in writing, explaining why you should wish to appeal.

Please direct your appeal to the following address:

Vice Principal, Student Engagement,
Abingdon and Witney College,
Wootton Road,
Abingdon,
Ox14 1GG

How to contact us

Should you require any further assistance or information, please contact the Bursary team at Abingdon and Witney College on **01235 216212** or email:

studentbursaries@abingdon-witney.ac.uk

To apply for student financial support, please follow the link provided.

<https://abingdonwitney.paymystudent.com/portal/>

Frequently Asked Questions

Q1: Who can apply for the bursary and what is it for?

A1: Students who are studying on further education courses at Abingdon and Witney College can apply for financial support to assist them with their course-related costs. You can find further information on our website, [Fees and bursaries - Abingdon & Witney College \(abingdon-witney.ac.uk\)](http://www.abingdon-witney.ac.uk)

Q2: How can I apply for financial support?

A2: You can apply for financial support via the following link: [Abingdon and Witney College \(paymystudent.com\)](http://www.abingdon-witney.ac.uk)

The process is straight forward, you will need to make sure that you have your student ID number, bank details and supporting evidence ready to upload, it is really important that you complete the full application as failure to do so can result in delays in processing your application. You need to register before you can apply, please ensure you use a current email address or mobile number as the activation link will be sent automatically. If you experience difficulties please contact studentbursaries@abingdon-witney.ac.uk

Q3: I am not sure if I qualify for financial support or not?

A3: If you are not sure whether you meet the criteria, check the information in the financial support booklet which goes into detail about the eligibility, if you are still not sure then send an email to studentbursaries@abingdon-witney.ac.uk outlining your circumstances and they will be able advise you.

Q4: What evidence do I need to provide to support my application?

A4: The financial support is means tested on your household income, your individual circumstances and your course-related costs. When you are completing your application, it will highlight what evidence is required. The financial support booklet highlights in detail what is required www.abingdon-witney.ac.uk/student-finance/ . It is really important that you provide all the pages of the documents requested, if you are sending screen shots of documents you must ensure you take photos of the full document (all pages) and that the name and address is clearly visible on any letter evidence provided.

Q5: Who can apply for the bursary and what is it for?

A5: Students who are studying on further education courses at Abingdon and Witney College can apply for financial support to assist them with their course-related costs. You can find further information on our website, [Fees and bursaries - Abingdon & Witney College \(abingdon-witney.ac.uk\)](https://www.abingdon-witney.ac.uk/fees-and-bursaries)

Q6: have applied for a bursary but have not heard anything back?

The college receives a high volume of applications, particularly before the start of the academic year. Please allow 28 days to process your application. We shall be in touch once your application has been assessed. You can always check the progress of your application via your online account.

Q7: I cannot get into my account or reset my password?

Please contact studentbursaries@abingdon-witney.ac.uk and they will be able to assist you with resetting your password.

Childcare Funding - Terms & Conditions Agreement – 2023-2024

Student Name		Student Number	
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Please read these terms and conditions carefully, then sign and date both copies. One copy to be returned to college, either in person to your nearest campus or post to the following address: Student Finance Panel, Abingdon & Witney College, Wootton Road, OX14 1GG. The other copy to be retained by you for your records.

- I am enrolled on a recognised, state-funded course at Abingdon & Witney College.
- I understand that I am responsible for the contract for childcare with the childcare provider.
- I have asked the childcare provider to complete and return one copy of the attached Childcare Provider Details form which gives details of my childcare costs.
- I understand that the funding will only pay for childcare costs for the days I am attending college or an approved work placement. I will inform the college if I reduce or increase the number of days I attend college before any changes in childcare are arranged.
- It is expected that I will use my child's/children's entitlement to nursery education funding for each day they are receiving funding for childcare costs from the college.
- I understand that Abingdon & Witney College will only pay the agreed childcare costs given in the letter confirming my childcare funding award and if I go over these agreed costs I will be liable for any additional fees incurred.
- I agree to a minimum attendance of 90% on my course and I understand that my childcare funding is dependent on this.
- If I cease to be a student at Abingdon & Witney College during the academic year 11th September 2023 to 5th July 2024, I will be responsible for paying for any childcare costs from the date I stop attending, or am withdrawn from my course. I understand that Abingdon & Witney College will not be responsible for paying for any period of notice required by my childcare provider if I fail to let the college know I have withdrawn from my course.
- The college reserves the right to amend these terms and conditions without notice if necessary.

Students must inform Student Services as soon as possible if there are any changes in childcare arrangements.

Student Signature		Date	
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Childcare Provider Details Form 2023-24 – one form to be completed for each child

We have received a request from a student for funding for childcare costs whilst they attend a course at Abingdon & Witney College. Before we can make an award, we need you (the childcare provider) to complete and sign this form. **Please retain one copy of the completed form for your records;** and return one copy to Learner Support Fund Panel, Student Services, Abingdon and Witney College, Wootton Road, ABINGDON, OX14 1GG. An email/letter will be sent to the email address/address provided confirming how much funding for childcare costs has been awarded and the due dates.

The following to be completed by the childcare provider:

Childcare Provider/Company Name		
Address		
	Post Code	
Telephone Number		
Fax Number		
Email		
Ofsted Registration Number		
Name of Main Contact		
Parent's (Student's) Name		

Child's Name				Date of Birth		
Childcare Start Date			Childcare End Date			
Days	Mon	Tue	Wed	Thu	Fri	
Number of Hours in your care						
Total cost per day (less nursery education funding if eligible)	£	£	£	£	£	
			Total cost per week		£	

Childcare Provider Bank Account Details							
Account Name							
Name of Bank							
Address of Bank							
	Post Code						
Account Number							
Sort Code			-			-	

Childcare Provider Declaration

I confirm the information I have given on this form is true and accurate to the best of my knowledge. I confirm that I am providing childcare for the above child on the above days/times per week. I have read the 'Childcare Provider Information' section below and understand the terms of the agreement between the College, the Student and the Childcare Provider. I understand Payments will be made by bank transfer into the bank account nominated above.

Signature		Date	
Please Print Name			

