

Form B 20+ Childcare Bursary Application 2017-18

This section must be completed by the Learner

Name of Student Student Ref No.

Child for whom you wish to claim (please complete a new application form for each child):

Your timetabled hours on course:

Name of child	Date of birth
<input type="text"/>	<input type="text"/>

	Start	Finish
Monday	<input type="text"/>	<input type="text"/>
Tuesday	<input type="text"/>	<input type="text"/>
Wednesday	<input type="text"/>	<input type="text"/>
Thursday	<input type="text"/>	<input type="text"/>
Friday	<input type="text"/>	<input type="text"/>

Is this child entitled to:	Please delete as appropriate:	Date of entitlement:
2 year old (15 hours funding)	Yes / No	<input type="text"/>
3-4 year old (15 or 30 hours funding)	Yes / No	<input type="text"/>

Funded hours should be claimed initially. Bursary funding may be available to support additional timetabled hours based on timetabled provision, less free nursery hours.

This section must be completed by the Nursery or Childminder

Company Name Reg. No.

Name of Contact

Address
Postcode

Telephone No. Email Address

Start date of childcare End date of childcare

I confirm that I / we are providing childcare for the above child covering the following days/times per week:

Day	Number of hours in your care	Cost per day	Less free government funded childcare hours	Total bursary support requested per day
Monday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tuesday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wednesday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thursday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Friday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL WEEKLY COST				<input type="text"/>

Do you charge a retainer or fees over the Half Terms, Xmas or Easter?

Yes (full cost) Yes (half price) No

Child name: _____

Teaching week number	Week commencing	Please specify days or		Weekly cost (total price per week per child less free nursery hours and bank hols).
		Days	Hours	
1	04-Sep-17			
2	11-Sep-17			
3	18-Sep-17			
4	25-Sep-17			
5	02-Oct-17			
6	09-Oct-17			
7	16-Oct-17			
Half term 1	23-Oct-17			
8	30-Oct-17			
9	06-Nov-17			
10	13-Nov-17			
11	20-Nov-17			
12	27-Nov-17			
13	04-Dec-17			
14	11-Dec-17			
Christmas	18-Dec-17			
Christmas	25-Dec-17			
15	01-Jan-18			
16	08-Jan-18			
17	15-Jan-18			
18	22-Jan-18			
19	29-Jan-18			
20	05-Feb-18			
Half term 2	12-Feb-18			
21	19-Feb-18			
22	26-Feb-18			
23	05-Mar-18			
24	12-Mar-18			
25	19-Mar-18			
26	26-Mar-18			
Easter holiday	02-Apr-18			
Easter holiday	09-April-18			
27	16-Apr-18			
28	23-Apr-18			
29	30-Apr-18			
30	07-May-18			
31	14-May-18			
32	21-May-18			
Half term 3	28-May-18			
33	04-Jun-18			
34	11-Jun-18			
35	18-Jun-18			
36	25-Jun-18			

Please complete this page to show a week-by-week summary of the funding being applied for.

Complete a form for each child.

NB invoices must be claimed against these academic weeks only and nursery grant funding must be used against timetabled hours before bursary support could be considered.

Childcare Provider's Bank Details for BACS Payments

Please complete the bank or building society details of the account you wish your payment to be made into.

Bank/Building Society Name

Bank/Building Society Address

Name of Account Holder

Account No.

Sort Code

Please note – If you change your bank account details we need to be informed one month before your next payment is due.

Please note:

- This form does **not** constitute the offer of funding for a childcare place. All applications for funding are subject to an application process and approval by the Grimsby Institute. This form is part of the application process only to collect information about the costs of childcare for the applicant.
- Notify Learner Services of any changes immediately.
- **THE CHILDCARE CONTRACT IS BETWEEN THE CHILDCARE PROVIDER AND THE STUDENT – NOT THE GRIMSBY INSTITUTE GROUP.** Any additional childcare costs incurred which are not covered by the bursary award will be the responsibility of the student. If a learner withdraws or does not attend their course, they are liable for any nursery fees incurred whilst not in college.

Contact Learner Services via email to bursary@grimsby.ac.uk or at one of the addresses below:

Grimsby Institute
Nuns Corner, Grimsby
N E Lincolnshire
DN34 5BQ
Tel: 0800 315 002
www.grimsby.ac.uk

Scarborough TEC
Lady Edith's Drive
Scarborough, North Yorks
YO12 5RN
Tel: 0800 731 7410
www.yorkshirecoastcollege.ac.uk

Lincolnshire Regional College
Heath Road
Skegness
PE25 3SY
Tel: 0800 389 0097
www.lincsrc.co.uk

Learner Support Fund Conditions

- All Childcare providers must be registered with OFSTED.
- Payment to be made by Bank Transfer, please ensure the BACS payment details are completed for the Provider.
- Awards are based on the information shown on this form. **Increases in rate are not covered.**
- All payments are based on student attendance and funding will be withdrawn if this is not satisfactory. Students will only receive assistance for the hours of care the student is at college.
- **The learner is responsible for all childcare costs incurred if they do not attend or if they withdraw from college. If funding is withdrawn the student is responsible for payment of any outstanding accounts.**
- If the child is not entitled to nursery grant funding at the start of term but becomes eligible during the programme, the changes must be included on this form and the Provider and learner should notify us.
- Government funded hours must be used for timetabled hours before any other claim can be made. Learners must check their entitlement through the Family Information Service or the Children’s Centre and provide evidence.
- You must specify the retainer rate if applied for holiday weeks.
- Learners aged over 24 on level 3/4 courses will only be considered for funding if have taken out the Advanced Learning Loan to pay their fees.
- Learners aged 19-23 on second full level 3/4 courses will only be considered for funding if have taken out the Advanced Learning Loan to pay their fees.
- Bursary funding is not guaranteed.
- All invoices need to be submitted on a monthly basis and with final invoices to be claimed no later than by 29th June 2018 to ensure payment will be completed within the funding year. Please check all final invoices have been sent and received by this date.

The Grimsby Institute Group will process the information you have provided in accordance with the Data Protection Act 1998. The Grimsby Institute Group will record and hold securely any information of a personal or sensitive nature.

I confirm that the information above is a true record of the care supplied and I will notify the Grimsby Institute Group if there are any changes. I understand and agree to the conditions listed above.

Signature(learner)	<input type="text"/>	Date	<input type="text"/>
Signature (provider)	<input type="text"/>	Date	<input type="text"/>
Name	<input type="text"/>	Position	<input type="text"/>

For office use only		Acknowledged:	
20+ Childcare approved <input type="checkbox"/>	Advanced Learning Loan approved <input type="checkbox"/>	Rejected <input type="checkbox"/>	
Assessed:			
Name <input type="text"/>	Signature <input type="text"/>	Date	<input type="text"/>
Input:			
Name <input type="text"/>	Signature <input type="text"/>	Date	<input type="text"/>
Total Amount Awarded	<input type="text"/>		
Comments/Notes:	<input type="text"/>		