In order to be assessed for support with childcare, you must have had your eligibility confirmed for the 19+ bursary.

If you are under 20 and requiring support with childcare costs, please speak to a member of Student Services for information on how to apply through the Care to Learn Scheme.

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### Student Details

- **Forename**: 
- **Surname**: 
- **Date of Birth**: 
- **Student Number**: 
- **Course**: 

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### Childcare Provider Details

- **Provider Name**: 
- **Provider Address**: 
- **OFSTED Reg Number**: 
- **Telephone**: 
- **Email** (*): 
- **Type of Provider**: 
  - Childminder
  - Nursery
  - Other

---

### Child Details

- **Child Name**: 
- **Date of Birth**: __ / __ / ___

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Please note you must complete one form per child
### Timetabled Hours

Please fill in the table below to specify timetabled hours and cost breakdown.

Please clearly state your start and end time. This will be checked alongside your timetable.

<table>
<thead>
<tr>
<th>Child 1</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM</td>
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</tr>
<tr>
<td>PM</td>
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<tr>
<td>COST AM</td>
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</tr>
<tr>
<td>COST PM</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

### DECLARATION

The student and childcare provider must sign this form.

- The student and childcare provider recognise that Chesterfield College does not form a part of any contract to provide childcare services.
- The College will not be liable for any fees incurred over the amount awarded (the amount awarded could be subject to change based on attendance and whether the student remains enrolled within the Chesterfield College).
  - The maximum amount of any childcare award is £2000 per academic year, per child.
- The student agrees that where the required amount of childcare exceeds £2000 to begin immediate discussions with their childcare provider to arrange payment of this excess.
- Payments will stop immediately upon the student’s withdrawal from Chesterfield College.
- Please note that costs for Childcare will be paid in arrears on a monthly basis to the Childcare provider. Invoices must be submitted on a monthly basis by the Childcare provider.
- Childcare invoices must include the dates and hours per week that the invoice is in relation to, the amount, provider account number and sort code and student reference number.
- Invoices need to be sent to bursary@chesterfield.ac.uk or the college address within the first 5 working days of the following month that the invoice is in relation to.
- If attendance is below 75%, payments may be put on hold and continued payments for these learners will be made at the discretion of the college.
  - If the student is absent from college, they may be responsible to fund claims for payment.
- Payments will be made for term-time timetabled hours only. College will not pay any costs incurred outside of term time hours.

I declare that the information provided is correct at the time of application and that providing false information may result in the retraction of any awards made. I agree to inform the Student Services Department if my income changes and exceeds the £24,000 threshold during the academic year.

**Student Signature:** ___________________________  **Date:** ___ ___ / ___ ___ / ___ ___

**Childcare Signature:** ___________________________  **Date:** ___ ___ / ___ ___ / ___ ___