

Concession Application Community Learning MK – Music Faculty



Please complete the following if you wish to apply for concessions for instrument hire and/or Music Centre membership.

Concessions are available to assist with instrument hire and ensemble fees provided by Community Learning MK - Music Faculty. Those who qualify can claim 75% discount for ensemble membership and instrument hire.

Pupil Premium – If your child is registered for Pupil Premium you are automatically entitled to the concession discount and you don't need to provide any further evidence. Please fill out the form below with your details and tick "Pupil Premium" at Part 2 below.

Income Support, Other Benefits & Discretionary Concessions – The concession discount is available for others who feel they need additional support, for example; if you are in receipt of benefits such as Income Support, Universal Credit or Jobseeker's Allowance, due to redundancy or temporary unemployment, illness, a low income restricts more than one child attending Music Centre or other special circumstances. Please fill out the form below with your details and provide supporting evidence at Part 2 Section 3.

By Invitation – If you are invited to play for an ensemble or asked to play a specific instrument by your ensemble conductor please fill out the form below and get Part 2 Section 4 signed by your conductor or the Instrumental Leader, MK Music Faculty.

Please complete in **BLOCK CAPITALS**, sign at Part 2 Section 5 and submit with your Instrument Hire or Music Centre application form.

Part 1: Parent/Carer and Pupil Details					
Title:		Forename:		Surname:	
Address:			Email Address:		
Postcode:			Telephone Number:		
Pupil details (first child)					
Full name:			Date of Birth:		Male <input type="checkbox"/> Female <input type="checkbox"/>
School:			Year Group:		
Pupil details (second child)					
Full name:			Date of Birth:		Male <input type="checkbox"/> Female <input type="checkbox"/>
School:			Year Group:		
Pupil details (third child)					
Full name:			Date of Birth:		Male <input type="checkbox"/> Female <input type="checkbox"/>
School:			Year Group:		

Part 2: Concession Reason:

1. **Pupil Premium:** If your child is registered for the pupil premium please tick this box.

2. **Income Support and Other Benefits:** If you are in receipt of benefits such as Income Support, Universal Credit or Jobseeker's Allowance please tick this box and attach copies of a recent statement or letter confirming you are in receipt of benefits.

Please note we cannot process your application unless you submit evidence.

3. Discretionary Concessions: If you wish to claim a concession for other special circumstances such as temporary unemployment, illness or low income restricting more than one child attending Music Centre please give details of your circumstances below (continue on a separate sheet if necessary) and provide copies of suitable supporting evidence. **Please note we cannot process your application unless you submit evidence and you may be asked to provide further financial details as proof of your entitlement.**

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4. By Invitation: Please state the reason for free ensemble membership or instrument hire. To be signed by Ensemble Conductor or Instrumental Leader, Music Faculty.

Signature: Date:

Please print name(in BLOCK CAPITALS):

5. Parent/carer Signature:

Signature: Date:

Please print name (in BLOCK CAPITALS):

Part 3: Authorisation

Manager's Signature

Signature: **Date:**

Please note: The Music Faculty reserves the right to consult the pupil's school about any request for assistance with ensemble fees.

To continue to receive reduced rates, an application for concessions MUST be re-submitted with current supporting documentation for the beginning of each new academic year.

Please return this form in an envelope marked "confidential" to the address below.

To find out how your personal information is used, please refer to the full version of the Privacy Notice available on our website at www.milton-keynes.gov.uk.