

Full name of applicant	Mr/Mrs/Ms/Miss	Date of birth	/ /
	Full address		
Telephone Number		Relationship to Pupil(s)	

1 Please set out below the full names and details of each dependent child who is:
 (a) attending Secondary School; } please appropriate box
 (b) or starting Secondary School in September. }
 N.B. Year 12/13 pupils do not qualify for a Uniform Grant. Details of the Education Maintenance Allowance (EMA) can be obtained direct from the school.

Name	Date of Birth	Secondary School
	/ /	
	/ /	
	/ /	
	/ /	
	/ /	

2 I confirm that I am in receipt of one of the following - please appropriate box.

Income Support (IS)* <input type="checkbox"/>	Support under VI of the Immigration and Asylum Act 1999 <input type="checkbox"/>
State Pension Credit Guaranteed Element <input type="checkbox"/>	Child Tax Credit (CTC - as described overleaf) <input type="checkbox"/>
Income-Based Jobseeker's Allowance (IB/JSA)* <input type="checkbox"/>	Universal Credit <input type="checkbox"/>
Employment Support Allowance Income Related ESA(IR)* <input type="checkbox"/>	(*Pupils who receive IS, IB/JSA or ESA(IR) in their own right are also eligible)
Working Tax Credit 'run on' - the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit <input type="checkbox"/>	

My National Insurance Number is:

3 Payment of a School Uniform Grant will be by BACS transfer or cheque. For BACS transfer please provide details of the bank/building society account you wish for the payment to be forwarded to:

Bank/Building Society Name	<input type="text"/>	Sort Code	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>
Account Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Name of account holder	<input type="text"/>

4 **DECLARATION**
 I agree that you will use the information I have provided to process my claim for school uniform grant and will contact other sources as allowed by the law to verify my initial and ongoing entitlement.
 I understand that the results of any distinctive school uniform grant eligibility check may also be used to assess my entitlement to receive free school meals where applicable.
 I certify that the information is correct and that I am the parent / legal guardian in respect of the child(ren) named above.

Signature of applicant: Date / /

This form should be returned to: **Conwy County Borough Council**
 Revenue and Benefits Assessment Services
 Bodlondeb,
 Conwy LL32 8DU

Benefits Customer Telephone Number 01492 576491
 Fax: 01492 576260
 Email: hben.enquiries@conwy.gov.uk

If you need a copy of this form in Welsh, please contact this Office.

School Uniform Grant in Conwy County Borough

Who qualifies for a School Uniform Grant in the County Borough of Conwy?

The Authority makes arrangements for the provision of items of school clothing for Secondary School pupils of compulsory school age as follows:

Grants for school uniform for years 7-11 shall be made only in respect of pupils whose parents/guardians reside within the County Borough of Conwy or for children who are the responsibility of the Authority.

N.B. For year 7 pupils who move to a secondary school maintained by a different Authority i.e. a secondary school outside the County Borough of Conwy, parents will need to make application to the maintaining authority for the secondary school in question (this only applies at year 7).

School Uniform Grants will **only** be provided for pupils whose parents/guardians receive:

Income Support*

Income-Based Jobseeker's Allowance.*

Child Tax Credit provided that you are not entitled to Working Tax Credit and have an annual household income, as assessed by HM Revenue & Customs that does not exceed £16,190 (2012/13).

Support under Part VI of the Immigration and Asylum Act 1999.

State Pension Credit Guarantee Element

Employment Support Allowance Income Related*

Working Tax Credit 'run on' - the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit

Universal Credit

(*Pupils who receive Income Support, Income-based Jobseeker's Allowance or Employment Support Allowance Income Related in their own right are also eligible)

Since 01/09/2005 the Welsh Assembly Government provides a grant for pupils entering year 7 of their education at Maintained Secondary / Special Schools. For 2013/14 the assistance available to qualifying parents will be £105.00 at year 7 (Welsh Government Grant) and £28 for years 8-11 (LEA Grant).

Uniform Grants will be paid by BACS transfer to your bank account or by cheque payment and they may be payable in respect of more than one child.

If you wish to apply complete the form overleaf and return to:

Conwy County Borough Council,
Revenue and Benefits Assessment Services,
Bodlondeb, Conwy LL32 8DU

Benefit Customer Services:

Tel: 01492 576491 Fax: 01492 576260 B.T. Text Relay 18001 01492 576491

Email: hben.enquiries@conwy.gov.uk

Your call may be recorded for training and monitoring purposes.

Main Office: Bodlondeb, Conwy LL32 8DU

Opening hours: Monday – Thursday 8.45am – 5.15pm Friday 8.45am – 4.45pm

Area Office: Town Hall, George Street, Llandudno LL30 2ST

Opening hours: Monday – Thursday 8.45am – 5.15pm Friday 8.45am – 4.45pm

Area Office: 4A Coed Pella Road, Colwyn Bay, LL29 8LP

Opening hours: Monday - Thursday 9.00am - 5.00pm Friday 9.00am - 4.45pm

Area Office: Plas y Dre, Llanrwst LL26 0DF

Opening hours: Wednesday 10am - 1pm