

**2025/2026 - Care to Learn (C2L)****Application Form**

(Please read the Information for Applicants before completing this form)

Office Use Only	
Date received:	
Application no:	

1. Student details

First name:	Last name:
Date of birth:	Age at 31/08/25:
Your address:	
Your post code:	
Student ID number:	

2. Course details

Course:	Days in college (if known):
	Place of study (campus):
Placement start date (if known):	Days on placement (if known):

3. Child's details

First name:	Last name:
Date of birth:	Age at 31/08/25:

4. The other parent

Is the other parent able to provide childcare?	Yes / No
Reason:	Absent / In education / Other
Does the other parent claim childcare costs from Child Tax Credit or Government Early Years funding?	Yes / No

5. Childcare provider's details (you must complete this section)

Name:
Address:
Email:
Phone number:
Ofsted URN:
Named contact:
Email for named contact:

6. C2L additional costs

Do you want to claim additional costs from C2L as below?

Travel to childcare provider	Yes / No
Travel method:	
Deposits (maximum £250 per child)	Yes / No
Registration fee (maximum £80 per child)	Yes / No
Retainer fee for summer 26/27	Yes / No

7. Additional contact person

Only complete this section if you give permission for us to speak to this person in relation to your application, if required:

First name:	Last name:
Relationship to you:	
Address:	
Email:	
Phone:	

8. Data Protection statement

The College is a Data Controller in terms of the Data Protection Act 2018 (DPA 2018) and the UK General Data Protection Regulation (UK GDPR). The Student Services Department follows College Policy in matters of Data Protection. The data requested in this application is covered by the notification provided by the College under the DPA 2018 and UK GDPR. Personal data will be used solely within the Student Services Department for the purpose of determining whether you should receive assistance from the Bursary Fund. Your application and any accompanying documents will be kept electronically for 7 years and then securely deleted. Some of the information gathered in this form is required by the Department for Education (DfE). Information supplied will be anonymised and aggregated before it is sent to the DfE. In addition, external auditors are obliged to certify that Bursary Funds have been allocated in accordance with DfE Guidelines. As part of this process, auditors will wish to view a small sample of applications. The data will not be passed to any other third party without your consent, except where the College is legally required to do so. Under the UK GDPR, you have rights regarding your personal data, including the right to access, rectify, and erase your data. If you have any concerns about how your personal data is being handled, you can contact the Information Commissioner's Office (ICO) for advice or to make a complaint.

9. Applicant declaration**I understand that:**

- The information provided in this paper application will be transcribed to the Pay My Student bursary management system used by Boston College. If I subsequently create an account on Pay My Student, I will be able to see these details
- Boston College will contact the childcare provider named in this application on matters regarding attendance, invoicing and payment
- My Care to Learn award will be notified to me and my childcare provider by email.
- All payments made are subject to my continuing attendance at college which will be checked monthly
- All payments are subject to my child's continuing attendance with this childcare provider.
- If I change childcare provider, an additional Care to Learn application will be required.

I declare that:

- I am applying for support with childcare fees from the Care to Learn (C2L) scheme
- I am the main carer for the child named in this application
- I am claiming Child Benefit for the child named in this application child
- I have read the Information for Applicants regarding Care to Learn (C2L)
- I will notify Boston College of any changes to my circumstances or childcare provider

I confirm that I have read the applicant declaration, that all the details I have provided on this form are correct, and I will notify Student Services of any changes to my circumstances.

Signed (student) _____

Date _____

10. Bursary office use only - Award calculations

Application added to Pay My Student:
Insert enrolled and DfE funded status from EBS:
Insert residency status from EBS:
Use this space to show calculations for awards
<u>Childcare (C2L only) - weekly</u>
<u>Childcare (C2L) – registration fee</u>
<u>Childcare (C2L) - deposit</u>
<u>Childcare (C2L) – 26/27 retainer fee</u>
<u>Travel (C2L specific- if required)</u>

10. Bursary office use only - Award information

Item DB or VB	Total forecast cost £	Sign/date as initial action by Bursary Team	Sign/date as authorised by HoSW	Payment method	Sign/date as action complete by Bursary Team
<u>Childcare (C2L) - weekly</u>					
<u>Childcare (C2L) – registration fee</u>					
<u>Childcare (C2L) - deposit</u>					
<u>Childcare (C2L) – 26/27 retainer fee</u>					
<u>Travel - (C2L) specific</u>					