



**REQUEST FOR STUDENT SUPPORT
MUSIC TUITION/BOOKS/EDUCATIONAL EQUIPMENT (LADY MICO FUND)
(For example: school books, catering, art or DT equipment or materials, music lessons)**

Name of Student: Tutor Group:

Equipment/Tuition required:

Cost of item:

(In most cases up to 100% of support will be awarded. For Music tuition, a commitment of at least one term must have already been paid by parents before support can be sought)

Reason for Request:

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Signed: Date:
Parent/Guardian/Student (Delete as appropriate)

Print Name:

Supported by (HOY/Pastoral Team/Music Department):

For Finance Office Use Only:

Number and Amount of Previous requests 13/14:

Authorised by: Headteacher Date:

Amount Agreed: Parent/Carer informed:

**To be contacted by telephone and followed up in writing*

Telephone: Letter:

Date Transferred from Fund A/C:

Transferred to (Account):

Transferred by: Pupil Premium: Y N

PP Co-ordinator informed Y