



Concession Application

Milton Keynes Music Service

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

Concessions are available to assist with instrument hire and music group fees provided by Milton Keynes Music Service. Those who qualify can claim **75% discount** for group 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 Section 1.

Universal Credit or Income Support – The concession discount is available for others who need additional support because they are in receipt of benefits such as Income Support or Universal Credit. Please fill out the form below with your details and provide supporting evidence at Part 2 Section 2.

Discretionary Concessions – At the discretion of MK Music Service, you may receive the concession discount for other circumstances which cause financial hardship such as redundancy, temporary unemployment, illness, bereavement or a low income restricting more than one child attending Music Centre groups or other special circumstances. Please fill out the form below with your details and provide supporting evidence at Part 2 Section 3.

Please complete in **BLOCK CAPITALS** and submit with your Instrument Hire or Music Centre application form.

Part 1: Parent/Carer and Pupil Details					
Title:		First Name:		Last Name:	
Address:				Email Address:	
Postcode:				Telephone Number:	
Pupil details (first child)					
Full name:				Date of Birth:	
					Male ☐ Female ☐
School:				Year Group:	
Pupil details (second child)					
Full name:				Date of Birth:	
					Male ☐ Female ☐
School:				Year Group:	
Pupil details (third child)					
Full name:				Date of Birth:	
					Male ☐ Female ☐
School:				Year Group:	

Part 2: Concession Reason:	
1. Pupil Premium: If your child is registered for the pupil premium, please tick this box.	☐
2. Universal Credit or Income Support: If you are in receipt of Income Support or Universal Credit, 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 circumstances causing financial hardship such as redundancy, temporary unemployment, illness, bereavement or a low income restricting more than one child attending Music Centre groups or any other special circumstances, please give details of your situation 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.**

4. Parent/carer Signature:

Signature:

Date:

Please print name (in BLOCK CAPITALS):

Part 3: Authorisation

Manager's Signature

Signature: Date:

Please note: MK Music Service reserves the right to consult the pupil's school about any request for assistance with instrument hire or music group 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 email this form with any supporting evidence to: music@milton-keynes.gov.uk

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