**Kent Pledge Device Application/Funding Form for Kent Children in Care**

**In applying for a Kent Pledge Laptop/Chromebook or for funding to purchase a device for a Kent Child in Care please ensure you fully complete this form and email it to** [**VSKITRequests@kent.gov.uk**](mailto:VSKITRequests@kent.gov.uk)

**Please ensure you understand the qualifying criteria before applying.**

* The child / young person must have been looked after for at least 1 month.
* **All applications should first be discussed at a PEP meeting** **to agree**

(1) if the child / young person requires a device to aid their education or training

(2) if VSK will supply the device or an adult supporting the child / YP will purchase on their behalf and reclaim the funding (up to £275) from VSK

* IT devices are supplied by VSK according to the stage in education the child / YP is at, rather than just by age *e.g. it may be more appropriate to issue a Chromebook for a Year 10 YP if this best meets their individual needs*

**Please note: Incomplete forms may need to be returned and this will delay the issue or funding of a device.** *For more details please see ‘Laptop & Chromebooks Provided to CiC under the Kent Pledge Qualification Guidance’ on the VSK Website.*

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| --- | --- | --- | --- | --- | --- | --- |
| **Funding (Up to £275.00)**  **Please enter YES if funding is being requested** | |  | | **Chromebook**  For KS2, KS3 and for P16 not in FE provision | | **Laptop**  For KS4 and P16 in FE provision |
|  | | | | | | |
| \*Application Date: |  | | | | \*CiC’s Liberi No: |  |
| \*Name of person making the application and role: | **Name** | | | | **Role:** | |
| \*Child / YP’s name: |  | | | | \*Date of Brith: |  |
| \*Date became a child in care |  | | | | \*UASC – Please delete: | Yes / No |
| \* Name of School,  College or Training Provider  or if none of these, enter NRS (school age) or NEET (P16) |  | | | | \*Academic Year:  or if  Post 16 age: |  |
| If funding is requested  Payment will only be paid once approved and on presentation of VAT receipt. | **Amount requested £**  **(Up to £275)** | | | | Payment to be sent to: |  |
| **If not in full time Education / training or apprenticeship : Please explain why an IT device or funding for one is required providing as much information as possible. This will require approval by VSK Deputy Head.** | | | | | | |
| VSK DH reviewing application :- | Marian Smith  Sarah Howell | | **Date:** | | | |

\* Mandatory information required.

**If a device is being provided by VSK this is what will be issued.**

* **Year 3 to Year 8 children will be issued with a Chromebook.**
* **Year 9 to Year 11 young people will be issued with a laptop unless a Chromebook is requested.**
* **Young People in Post 16 (Year 12 to 13) will be issued with an IT device according to their need. Laptops will be issued to young people at FE colleges studying for a Level 1 course or above. They must be in education or on an accredited training course.**

**Chromebooks will be issued for P16 young people studying at entry level or functional skills courses. Engagement and attendance must be recorded as good on most recent full PEP.**

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| --- | --- | --- | --- |
| **Office Use Only:** | | | |
| **Funding:** | **Agreed:** | **Receipt Received & Payment Actioned:** | **Spreadsheet Updated:** |
| **Issued Device:** | **Type:**  **Serial No:** |  | **Spreadsheet Updated:** |