

16-19 Bursary Fund Eligibility 2017-18

The **16-19 Bursary Fund** is a scheme to help students facing financial hardship to continue in fulltime education after year 11

To qualify, a student must be aged 16 and under 19 on the 31st August at the start of the academic year in which he/she starts a programme of study; they must also be on full time programme of study.

Eligibility

The scheme comprises two parts:

A High Priority Bursary- Band 1

Students will receive a guaranteed bursary of a minimum of £1200 a year. This includes young people in care, care leavers, young people receiving income support, young people receiving universal credit in their own name and disabled young people receiving both Employment Support Allowance and Disability Living Allowance/PIP. Young people eligible for income support will include some teenage parents, and young people estranged from their families.

A Discretionary Bursary (split into different bands dependent upon household income) available for students in need of financial support to enable them to stay in education and complete their courses. Eligibility for Discretionary Bursar is based on household income (verified by Tax credit or a P60).

Band 2 - Annual income of £20,000 or less. Students will receive free school meals and a monthly allowance subject to attendance, conduct and attitude to learning. The allowance must be used for; educational purposes, exam resits, university open days and interviews, educational visits.

Band 3 - Annual household income of £20,000 to £25,000. Students will receive a free school meal. Students are eligible for Band 3 if they have received Free School Meals in Year 11 and can provide proof of receipt of benefits in their household

Students receiving Band 1, 2, 3 Bursaries will also be able to claim for assistance with costs for clothing, equipment and essential educational visits if they are undertaking certain courses with high expenditure expected such as CACHE, Art, Photography and Geography.

An **Educational Support Grant** may be available for students not eligible for the High Priority and Discretionary Bursaries but in need of financial support with specific costs to enable them to stay in education and complete their courses successfully. Once granted, funds may be used towards:

- Books/equipment/materials/specialist clothing
- Field trips and visits related to courses
- UCAS fees and travel expenses for Higher Educational Visits
- Exam Resits

How to Apply

The **16-19 Bursary Fund Application Form** can be found on the school website and should be submitted to Student Services. (Paper copies are available from Student Services).

The application will cover a one-year period that a student is enrolled in the Sixth Form. Students will need to reapply for each academic year.

Appropriate evidence will be required to support the application. For the High Priority Bursary this might include:

- A letter referring to the benefit to which the young person entitled;
- Written confirmation from the Local Authority of the young person's current or previous looked-after status.

For the **Discretionary Bursary** and **Educational Support Grant** this should include evidence of benefits/allowances/grants and household income, (e.g. Child & Working Tax Credits, P60 etc.)

Applications must be received by the 29th September 2017 with supporting evidence. Any applications received after the 29th September 2017 will not be accepted.

Monthly payments will be accrued based on full attendance, conduct and attitude to learning and paid monthly in arrears.

Payments, Organisation and Appeals

Payment will be made by BACS transfer in the name of the student; this will be a monthly payment. Payments are dependent on student attendance, conduct and application to their studies. Students and parents/guardians will be expected to agree to sign a **Bursary Fund Contract** before payments are made.

The Sixth Form Bursary Team will be responsible for deciding who receives the awards based on the criteria outlined in this leaflet. The Bursary Fund is given to the school each year by the EFA (Education Funding Agency). Once these monies have been allocated the school will be unable to make further grants until the new academic year.

Appeals relating to the bursary or grant should be made in writing to the school.