

ASPIRE • BELIEVE • ACHIEVE



The 16-19 Bursary Fund

The 16-19 Bursary Fund is the responsibility of the education provider such as the school or college and is intended to support students in financial need through their sixth form studies. All institutions have been given guidelines on how the Bursary Fund can be distributed to students. Further details of these guidelines can be found on the ESFA (Education and Skills Funding Agency) website at:-

<https://www.gov.uk/government/collections/funding-education-for-16-to-19-year-olds>

There are 2 types of 16 -19 Bursary Funds:

1. Vulnerable Bursary of £1200 for students who fall into certain specific categories;
2. Discretionary Bursary for schools and colleges to distribute to other students in financial need.

To be eligible to receive a bursary students should be 16, 17 or 18 as at 31st August 2020 and meet the ESFA residency qualifications

Vulnerable Bursary

This bursary is aimed at supporting the most vulnerable students. To be eligible for this bursary a student must be on a full time programme of study, meet the ESFA residency qualification and identified as being in one of the following categories:-

- in care;
- has recently left care;
- in receipt of income support or universal credit as they are financially supporting themselves;
- in receipt Disability Living Allowance and either Employment and Support allowance or Universal Credit.

Discretionary Bursary

This fund will be aimed at students whose families have a gross annual income of below £30,000.

This bursary can be used to pay for the following:

- **Field Trips** – any field trip related to a course being taken. No additional subsidies will be available.
- **Educational IT and software** - e.g laptop or tablet though this equipment will have to returned at the end of your studies here.
- **Transport** - we can arrange for bus season tickets for your travel to/from school.
- **Stationery**
- **Books**
- **University Visits and Interviews** - a maximum of 2 open day visits can be made in term time.
- **School Meals** – a set amount up the value of the bursary will be agreed and we will notify you when it has been used.

Please indicate your particular needs with estimated costs (e.g. bus fares). Any bursaries granted will be on an individual needs basis and will be subject to sufficient funds being available.

How to apply for funding

Applications must be supported by appropriate evidence. Examples of evidence include:

- a letter provided by Social Services stating the benefits to which the young person is entitled;
- written confirmation from the Local Authority of the young person's current or previous looked after status ;
- evidence of the family's income such as benefit entitlement or P60 or Tax Credit Award Notice or Universal Credit Award Notices (usually the 3 most recent award statements).

Conditions

All payments will be conditional upon the following:

- full attendance at all timetabled sessions;
- any absences must be authorised. See published details in student handbooks;
- a satisfactory record of punctuality for registration and lessons;
- appropriate standards of behaviour;
- satisfactory standards of progress in all subjects - completion of all course related work.

Any bursaries granted may be withdrawn if these conditions are not met.

Appeals

Appeals against eligibility for financial support and for non-payment should be put in writing and addressed to the Clerk to the Governors. A panel of governors will consider each appeal.