



FINANCIAL SUPPORT FOR LEARNERS

16-19 BURSARY FUND

What is the Bursary Fund?

The 16 – 19 bursary fund provides financial support to eligible learners to help them overcome the costs of specific issues which affect their ability to attend education or to learn. In the past, regular payments have been made to learners based upon attendance and behaviour. In a change to legislation, eligible learners must be able to demonstrate a financial burden they will incur, which prohibits their attendance or attainment, i.e a **barrier to participation**. Examples of areas where support can be given are below, the list is not exhaustive:

- Transport costs
- Specific clothing needs (eg, overalls)
- Stationary
- Meals
- Course specific equipment
- University application and interview fees

There are two types of 16 -19 bursaries:

- Bursaries for defined vulnerable groups
- Discretionary bursaries which institutes award to meet individual needs

Eligibility

Learners must be aged 16 and under 19 on the 31st August in the academic year in which they start a full time programme of study.

The Discretionary Bursary

Please Note: we no longer play flat rate weekly payments for discretionary bursary. Students have to submit a claim form for the item(s) they need.

Learners can apply for this grant if:

- They are eligible for free school meals (you must re-apply for FSM in Year 12) – you are eligible if your parents are claiming benefits such as Income Support, Universal/child tax credit, job-seekers allowance, employment support allowance or support under Part IV of the immigration and Asylum Act 1999
- If the **total** level of earnings in their household is less than **£25,000** per year.

Learners assessed as meeting these criteria can apply for this bursary fund to cover the costs of any barriers to participation, as defined on page one. We will require proof of household income or any benefits received.

Vulnerable Groups Bursary

Learners can apply for support of up to £1200 per annum if they meet **one** of the following criteria:

- In care
- Lives independently having left Local Authority care
- Learners receiving Income Support
- Disabled, receiving both Employment Support Allowance and Disability Allowance

This type of bursary is available to a small group of learners most in need of financial support, who meet the criteria above. This amount is paid weekly into the student's bank account.

How to Apply

Application forms for bursary eligibility must be completed annually and assessed by the post 16 administration team. This year all applications must be received by the last week in October.

All applications must be made on the official form and will only be assessed if the correct evidence is provided with the form, details of which are listed. Completed applications should be returned to the post-16 pastoral team or mailed to the academy c/o Head of Post 16.

Any appeals must be made in writing to the Head of Post-16 and will be reviewed and responded to within 15 working days.