

# Financial Support for Sixth Form Students 2016-17

This document includes information relating to, and an application form for:

- High Priority Bursary
- Discretionary Bursary
- Free Meals for Sixth Form Students

## The 16-19 Bursary Fund, Educational Support Grants & Free Meals for Sixth Form Students

The 16-19 Bursary Fund is a scheme to help students facing financial hardship to continue in full time 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 a full-time programme of study.

The Scheme comprises two parts: The High Priority Bursary and the Discretionary Bursary. The discretionary bursary (split into different bands dependent upon household income) is available for students in need of financial support with specific costs to enable them to stay in education and complete their courses, e.g. transport, equipment, fieldwork costs, special clothing). Eligibility for a Discretionary Bursary is based on household income (verified by Tax Credit awards or a P60).

Bursary	Description
<b>High Priority Bursary (Band 1)</b>	up to £1,200 per academic year for those most in need of financial support: <ul style="list-style-type: none"> <li>• young people in care or having recently left Local Authority care.</li> <li>• those receiving Income Support or Universal Credit</li> <li>• disabled young people receiving both Employment Support Allowance and Disability Living Allowance.</li> </ul>
<b>Discretionary Bursary (Band 2)</b>	Annual household income of £16,000 or less. Students will receive a lunch allowance a contribution towards the cost of a bus pass (if they live more than 2 miles from Carr Hill High School & Sixth Form Centre, payment for essential educational visits during the academic year, a contribution towards exam resits (if required) and reimbursement of the cost of visiting university open days or interviews (upon production of travel receipts). Students will also receive a weekly payment subject to attendance, conduct and attitude to learning.
<b>Discretionary Bursary (Band 3)</b>	Annual household income of £16,000 to £20,000. Students will receive the same allowances and contributions as Band 2 but with smaller contributions towards a bus pass, essential education visits and resits (if required).
<b>Discretionary Bursary (Band 4)</b>	Annual household income of £20,000 to £25,000. Students will receive a daily lunch allowance.

Students receiving Band 2,3 or 4 Bursaries will also be able to claim for assistance with costs for clothing, equipment and essential education visits if they are undertaking certain courses with high expenditure expected.

Students are eligible for a Band 4 payment if they have received Free School Meals in Year 11 and can provide proof of receipt of benefits in their household.

An EDUCATIONAL SUPPORT GRANT may be available for students not eligible for the High Priority or 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:

- Transport to and from school
- Books/equipment/materials/specialist clothing
- Field trips and visits related to courses
- UCAS fees and travel expenses for Higher Educational visits.

Bursary payments will be made by BACS into a student's bank account half termly in arrears and on a pro-rata basis. If a student does not have a bank account they will need to open one in order to receive their bursary. Payments are dependent on student attendance, conduct and application to their studies. Students and parents/carers will be expected to agree to and sign a Bursary Fund Contract before payments are made.

The Head of Sixth Form will consider applications for the 16-19 Bursary based on the published criteria. The Bursary Fund is provided by the EFA (Education Funding Agency). Appeals relating to bursary application decisions should be made in writing to the Head of Sixth Form.

### Applying for the 16-19 Bursary Fund & Educational Support Grants

The 16-19 Bursary Fund Application Form can be found on the school website and should be submitted to the Head of Sixth Form (paper copies are available from the Sixth Form Office). The application will cover the two year period that a student is enrolled in the Sixth Form. Should students continue studying for a third year, a new Bursary application will be required.

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 is 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 and Working Tax Credits, P60 etc.) Students whose applications are received before 30th September will receive payments backdated to the beginning of the Autumn Term. Those whose applications are received after that date will receive payments from the date that their applications are approved. Weekly payments will be accrued based on full attendance, conduct and attitude to learning and paid half-termly in arrears.



