

## **Financial support for 6<sup>th</sup> Form Students in 2021/22**

The following information applies to students aged 16 to 19 on 31<sup>st</sup> August 2021 taking a full-time further education course in 2021/22.

### **Defined vulnerable group Bursary**

The government has announced that students falling within the following categories will be entitled to a bursary of up to £1,200:

- > You are in care, including unaccompanied asylum-seeking children
- > You are care leaver
- > You are receiving Income Support, or the equivalent Universal Credit in your own right
- > You are disabled and receiving both Disability Living Allowance (or the new Personal Independence Payments) and Employment Support Allowance (or Universal Credit as a replacement for ESA).

### **Discretionary Bursary**

Using the policy below, students may be eligible for a discretionary bursary of up to £1,200.

>Your household income less than £25,000 a year

You could potentially get assistance towards the costs of: *Transport, books, trips, meals, etc.* *Proof of household income (or income-based benefits) will be required.*

## **Bursary Fund Policy 2021/22**

### **What is the Bursary Fund?**

The fund is made available from the government through its funding body - Education & Skills Funding Agency (ESFA) for 16-19 year olds - to provide assistance to students whose access to, or completion of, education is inhibited by financial constraints or barriers.

### **Who is eligible to apply for Bursary Funding?**

**Students following government (ESFA) funded full time or part-time courses, who are 16 years and over and satisfy one or more of the following criteria:-**

- Students aged at least 16 and under 19 years of age on 31/08/21 who are in care, are leaving care, are in direct receipt of Income Support or are disabled and in receipt of both Employment Support Allowance and Disability Living Allowance
- Students who are economically or socially disadvantaged and at risk of not taking up or continuing in their education. This group includes students with physical or other disabilities, medical conditions and/or learning difficulties.
- Students who have been in care, on probation, are young parents or are otherwise considered at risk.
- Asylum seekers
- Refugees (who will have access to 16-19 Bursary Funding if they are in receipt of supportive evidence from DWP).
- Lone parents

## **Who is not eligible for 16-19 Bursary Funding?**

- Students under 16 years of age or over 19 years of age on 31/08/21.
- Students who do not meet the residency qualifications.

## **How does the Academy assess applications and allocate 16-19 Bursary funding?**

The 16-19 Bursary Fund is a limited fund and the Academy will prioritise allocations in 3 groups as follows:

### **High priority group**

Eligible students who fall into one of the following categories:

- Are currently in care (as defined by social services)
- Are leaving or have recently left care
- Are in receipt of Income Support, or the equivalent Universal Credit in your own right.
- Are disabled and receiving both Disability Living Allowance (or the new Personal Independence Payments) and Employment Support Allowance (or Universal Credit as a replacement for ESA).

Eligible students will be entitled to a bursary of up to £1,200 bursary.  
The amount of the bursary will be dependent on a financial needs assessment.

**Please speak to your 6th Form Support Officer to discuss your needs across the year before handing in your application.**

*Payments will be made on a term basis (3 times per year).  
Receipts will be required for bursary spent before the next instalment is paid.*

### **Medium priority group**

Eligible students who fall into the following category:

- Have a gross annual household income of below £20,000.

May be eligible for a contribution of up to £800 towards:

- The cost of transport, essential course equipment, trips, uniforms, course materials.

The amount of the bursary will be dependent on a financial needs assessment.

**Please speak to your 6th Form Support Officer to discuss your needs across the year before handing in your application.**

*Payments will be made on a term basis (3 times per year)  
Receipts will be required for bursary spent before the next instalment is paid.*

### **Low priority group**

Eligible students who fall into the following category:

- Have a gross annual household income of between £20,000 and £25,000.

May be eligible for a contribution of up to £400 towards:

- The cost of transport, essential course equipment, trips, uniforms, course materials.

The amount of the bursary will be dependent on a financial needs assessment. This category will also be dependent on the balance of the funds available after the High and Medium priority groups have been allocated. In some cases, awards may not be made until after 31 December 2021.

**Please speak to your 6th Form Support Officer to discuss your needs across the year before handing in your application.**

*Payments will be made on a term basis (3 times per year)*

*Receipts will be required for bursary spent before the next instalment is paid.*

## **Conditions**

To continue to receive a bursary the student must satisfy the following conditions:

- The student's level of unauthorised and unexplained absence from all lessons must be no greater than 10%
- The student must not have broken the terms of the Sixth Form Contract.

The academy will take into account household income as evidenced by receipt of benefit and/or P60, Tax Credit Award Notice or evidence of self-employment income. The receipt of Free School Meals does not automatically entitle a student to Bursary Funds but we will take such criterion into account.

## **Payments**

A Bursary Fund Committee made up of the Headteacher, Deputy Head and Business Manager will assess applications in September, January and April taking into account advice from the Head of 6<sup>th</sup> Form. Students will be informed of the committee decisions as soon as possible. Any appeals against decisions can be made to the Chair of Governors, via the academy complaint's procedure.

## 16-19 Bursary Fund Application

Prior to completing this form please read the guidance Financial Support information at the back of this document. Proof of entitlement will be required to allow the processing of this form.

### Learner Details

Surname/Family Name:	
First Names:	
Date of Birth	
Address	
Post Code	
e-mail address	
Home Phone	
Mobile Phone	

### Bank or Building Society Details

To receive payments, you must have a bank account in your own name that will accept BACS payments. If you do not have a bank account, you need to open one before completing this form.

Name of Account Holder	
Name of Bank	
Branch	
Sort Code	
Account Number	
Roll Number	

I confirm that the details are true and accurate. I also accept that if my attendance in lessons falls below 90% or my standard of work or behaviour falls below acceptable standards, funding may be removed.

Signature		Date	
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## 16-19 Bursary Fund Application

Prior to completing this form please read the guidance Financial Support information above. Proof of entitlement will be required to allow the processing of this form.

### Parental/Carer Details

Surname/Family Name:	
First Names:	
Date of Birth	
Address	
Post Code	
National Insurance Number	
Home Phone	
Mobile Phone	
Household Income	

This application for assistance from the 16 - 19 Bursary Fund is made under the priority group of:

<b>High</b>		<b>Medium</b>		<b>Low</b>	
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Brief Reasons for support request including expected outgoings on trips and activities during the whole academic year:

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I confirm that the details on this application are true and accurate and provide proof of our/my household income (Benefit Notice; Tax Credit Award Notice; P60 or evidence of self employed income).

Signature		Date	
	Parent/Carer		

Please note that assistance may also be requested from the following organisation;

**The Marlow Educational Foundation**

People under 25 who live or were born in the parish of Great Marlow or the urban districts of Marlow, and are attending, or for not less than one year have attended, any school in that parish or urban district.

Grants are given to individuals for a broad spectrum of educational purposes. Grants range from £200 to £700.

Contact: Chiltern Legal Solicitors, 4 Chiltern Road, Marlow. Buckinghamshire. SL7 2PP. (ref DLC/MEF).