



EASINGWOLD SCHOOL & SIXTH FORM

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Easingwold School 16 – 19 Bursary Fund Policy 2016/17

A key priority for the Government is to close the gap between attainment between those from less well-off and those from more affluent backgrounds and to ensure that every young person participates in and benefits from a place in 16 – 19 education or training.

The 16 – 19 Bursary Fund targets support towards the most financially disadvantaged 16 to 19 year olds who need help with the costs of remaining in education.

This policy sets out the arrangements for how Easingwold Sixth Form will prioritise and administer the 16–19 Bursary Fund in 2016/17. The 16–19 bursary will only be awarded to a student that is eligible and is facing genuine barriers to participating.

Eligibility

To be eligible to receive a 16 – 19 Bursary in the 2016 – 17 academic year, the student must be aged 16 or over and under 19 on 31 August 2016.

Students must also satisfy the residency requirements as set out in the EFA funding regulations for post 16 provision 2016 to 2017. (*A person on the 1st September who is settled in the UK and has been ordinarily resident in the UK and islands for three years preceding the 1 September*). If you are any doubt please speak with Becky Ibbetson PA to the Sixth Form.

Students should be participating in provision that is subject to inspection by a public body that assures quality and funded within relevant guidelines. (*Attendance at Easingwold Sixth Form meets the criteria*).

Types of Bursary Available

1. Vulnerable Bursary

Students in one or more of the groups below may need more support and can apply for a vulnerable bursary of up to £1,200 in the 2015 – 2016 academic year.

The eligible groups of students are:

- students who are in care
- care leavers
- getting Income Support or Universal Credit in their own right
- getting Employment Support Allowance and Disability Living Allowance or Personal Independence Payments in their own right

These students are eligible to apply for a bursary of £1200 which will be paid in six instalments of £200 at the end of each half term providing they meet the required attendance and progress criteria.

School is responsible for identifying and assessing student eligibility and must ensure they have seen appropriate evidence before they draw down funding. The vulnerable bursary is payable for

each academic year the student is in education or training, as long as they continue to meet the eligibility criteria of the scheme and are subject to meeting the required, behaviour, attendance and progress criteria.

2. Discretionary Bursary Level 1

Students who are in receipt of (or were in receipt of), or have siblings in receipt of free school meals can apply for a bursary of £1,200. The maximum amount that will be paid in any half term is £200 towards the costs associated with staying on at school.

These may be costs regarding transport to and from school, school meals, school trips, books and equipment, travel to university open days and paying for examination resits. These payments will only be made providing they meet the required, behaviour, attendance and progress criteria (see *below*).

3. Discretionary Bursary Level 2

Students who live in a household where the total household income is below £28,000 can apply for a Level 2 Discretionary Bursary for specific educational purposes up to £500.

Household income must be evidenced by receipt of benefit and/or P60, Tax Credit Award, notice or evidence of self – employment income. All evidence of household income will be held in strict confidence. Each application will be considered on an individual basis and amounts awarded at the schools discretion.

Priority will be given to those young people from the families with the lowest income. These may be costs regarding transport to and from school, school trips, books and equipment, travel to university open days and paying for examination resits. These payments will only be made providing they meet the required attendance and progress criteria (see *below*).

How do I apply?

- If you are a student from the vulnerable learners group you will need to complete the attached application form and supply the necessary evidence and documentation as noted on the application form.
- If you wish to apply for a Level 1 Discretionary Bursary, please complete the attached application form and supply the necessary evidence as noted on the application form.
- If you wish to apply for a Level 2 Discretionary Bursary of up to £500 to support the costs of an exceptional item for example a field trip or interview expenses, you need to take into account the following: *Is your annual household income less than £25,000*. If yes, please complete the attached application form and supply the necessary financial evidence as noted on the application form.

Please return all completed application forms with supporting evidence and documents to Becky Ibbetson as soon as possible. You can even apply before you start your course to ensure you can access the support. We will assess all applications and inform you if you have been successful and the value of the bursary awarded.

Qualifying Conditions and Requirements

In addition to meeting the eligibility criteria detailed above Students in receipt of bursaries must comply with Easingwold Sixth Form's expectations on:

- Attendance
- Performance
- Behaviour

In order to be eligible to claim your bursary:

1. Your attendance must not fall below 90% per half term, otherwise payments will be withheld.
2. Your progress will be tracked and completion of work and attitude to learning scores should be at level 3 and above.

Payments will be withheld if students do not meet these expectations

How will it work?

- If you are eligible for the Vulnerable Bursary you will receive a proportion of this funding every half term by cheque payable to the young person. The young person must have a valid account in their name unless there are exceptional reasons which mean an appointee has been named to manage the affairs of the young person. Please note this will be minus any payments made via school for school transport, school meals, school trips etc.
- If you are eligible for a Level 1 Discretionary Bursary then this bursary will be paid in kind; for example school will purchase bus tickets, put money into the students school meal account, arrange for school trips to be paid for, reimburse students for books and equipment on the provision of receipts up to the amount of the agreed bursary.
- If you are eligible for a Level 2 Discretionary Bursary this bursary will be paid in kind for example school will purchase bus tickets, arrange for school trips to be paid for, reimburse students for books and equipment on the provision of receipts up to the amount agreed.

Appeals

If any young person or their parent/carer are not satisfied with the outcome of their application they should write to the Director of 6th Form Emma Robins outlining their reasons why.

Changes of Young Person's Financial Circumstances

A student in receipt of any level of bursary must inform Becky Ibbetson of any changes to family circumstances that may affect their eligibility for bursary funding. Students who become eligible during the academic year should contact the sixth form team and make an application.