

16-19 Bursary Fund – Policy & Guidance

1. Introduction

- 1.1. Old Swinford Hospital has been provided with a small allocation of funds from the Education & Skills Funding Agency called the 16-19 Bursary Fund. This money is to financially support eligible students on courses funded directly by the ESFA via the Local Authority
- 1.2. Finance is an important consideration when deciding whether or not to continue education in the Sixth Form. The 16-19 Bursary Fund is designed to help learners access the courses available at Old Swinford Hospital.

2. The YPLA 16-19 Bursary Fund

- 2.1. The Bursary Fund is divided into two parts, the Nominated Bursary and the Discretionary Bursary.

2.2. The Nominated Bursary

The Nominated Bursary is £1,200 a year. It will be awarded to:

- Learners in receipt of income support
- Learners in care and care leavers
- Learners who are disabled and in receipt of Employment Support Allowance who are also in receipt of Disability Living Allowance.

2.3. The Discretionary Bursary

The Discretionary Bursary will be awarded to learners who are not eligible for the Nominated Bursary who live in a household whose family income is £16,105 per annum or less and whose parents/guardians are in receipt of any the following :

- Income Support / Universal Credit
- Income based Jobseeker's Allowance
- Income related Employment & Support Allowance
- The Guaranteed element of State Pension Credit
- Child Tax Credit and have an annual income of less than £16,105.

In exceptional circumstances the Bursar has the discretion agree to one off support for students.

2.4. Level of Support.

The level of support which the School can offer is dependent on the total funding received from the ESFA and the number of applications it receives.

Where application from eligible students exceed the value of the 16-19 Bursary Fund available at the start of the academic year, the 16-19 Bursary Fund may be distributed evenly across all of the learners concerned and will be applied to support the costs associated with their "Facilities Fee", school lunches, 6th form social club and the end of 6th form ball ticket. The students will be expected to make the balance of these payments.

In some instances financial assistance for financial support to travel to / from 6th form will be considered, this will be dependent on the number of students making applications for financial support from the Bursary Fund. Payments made may not cover all travel expenses.

If funds are available support will also be considered for travel expenses to visit universities, assistance towards the purchase of School uniform, the purchase of materials relevant to the students' course and some extracurricular activities. This funding MUST be agreed before any expenditure has been incurred by the Bursar.

Students in receipt of the Bursary Fund can apply to have a "loan" laptop for the duration of their studies at School, subject to the usual terms of the loan agreement.

2.5. Payment Conditions

- The award is based on satisfactory attendance, behaviour and progress.
- Levels of attendance will be checked and some of the funding may be withdrawn if attendance levels fall below satisfactory levels (below 90%).
- Any 16-19 Bursary which has been awarded and exceeds the cost of the Facilities Fee and School lunches may be paid directly into a student's bank account each term, dates and amounts will be advised after a successful application has been made.
- Where students receive an award in Year 12 there is no guarantee of a similar award in Year 13.

2.6. Applications

Applications must be made to the Bursar by 30th September annually. Application forms are available from the Assistant Director of the Sixth Form.

Students becoming eligible part way through an academic year are able to make an application. Their partial award will only last for the remainder of that academic year. These payments are subject to funds still being available in the 16-19 Bursary Fund. A new application should be made at the start of the next full academic year.

The Headmaster will make the decision as to who is eligible and will notify successful applicants of the financial award made.

2.7. Appeals

Any appeals against the Headmaster's decision to make an award from the 16-19 Bursary Fund should be made in writing to the Governors of Old Swinford Hospital, C/O the Clerk to the Governors, within four weeks of the Headmaster's decision.

2.8. This policy will be reviewed annually by Governors.