

Edgbarrow School

16-19 Bursary Fund 2023/24

Information for Students/Parents/Carers

1. What is the 16-19 Bursary Fund?

The 16-19 Bursary Fund provides financial support to help students continue in Education by providing some targeted financial assistance.

2. What is it for?

The 16-19 Bursary is a limited fund made available for supporting eligible students with help towards the costs of transport, books, essential educational visits or other course materials or equipment essential to successfully completing Sixth Form.

In exceptional circumstances, we may also be able to help support your costs for attending university interviews or open days, costs you may have for work experience placements and a school lunch.

3. Who is it for?

The 16-19 Bursary is targeted towards those students considered most in need of financial support. The Government has identified a priority group who may be eligible for a Vulnerable Group Bursary. In addition, the School receives funding for other young people in need of financial support. The School has set criteria to ensure this fund goes to those who are most in need of it. Any Sixth Form student who meets these eligibility criteria can apply for a Discretionary Bursary to help with the costs of studying.

4. What are the eligibility criteria?

You can apply for either Bursary if you are aged 16 or over, but under 19, as at 31st August 2023 (there are exemptions to this in very specific cases); meet residency requirements (see EFSA funding regulations) and at least one of the criteria listed below:

You can apply for a Discretionary Bursary if:

- * Your gross annual household income does not exceed £30,000 and/or;
- * Your parent/carer(s) receive a certain type(s) of income-based benefit and/or;
- * You receive free school meals.

Or, you can apply for a Defined Vulnerable Group Bursary if you (the student) are:

- * In care/looked-after
- * A care leaver
- * In receipt of Income Support or Universal Credit
- * Receiving Disability Living Allowance (DLA) or Personal Independence Payments (PIP) as well as Employment and Support Allowance (ESA) or Universal Credit (UC) in your own right.

5. How and when do I apply?

To apply, you must complete the 16-19 Bursary Fund Application Form and submit this to Caroline Light with the correct supporting evidence by 30th September 2023. The form is on the School website (Sixth Form area). It can be emailed to you or you can collect a paper copy from Sixth Form

office. It is really important that you give us an idea of how much money you may need this year, for example:

- Regular bus tickets or travel expenses
- Money spent already on text books/money you need to buy text books
- Planned school trips which are an essential part of your curriculum
- Buying school equipment – eg stationery, lab coat
- In exceptional circumstances, money for school lunches (if not in receipt of free school meals)

You can apply for a Bursary at any point in the year but those applying before the date above will be given priority.

6. How much is the Bursary?

The Discretionary Bursary is calculated based on the number of applications from eligible students. The exact amount is dependent on funds available and the actual needs of individual students. The Defined Vulnerable Group Bursary is up to £1,200 per student (dependent on individual needs).

7. How and when does it get paid?

Edgbarrow will pay students on production of valid receipts and we will repay by cash or cheque. Sometimes we can purchase direct on their behalf (eg. some School equipment, School trips etc.) All payments are made subject to students complying with the Sixth Form Agreement and Expectations and following the School's Behaviour Code.

8. Laptops

We have a number of laptops which we can loan to eligible students if they need to borrow one. These may be borrowed long-term, or for short one-off sessions in School. They remain the property of Edgbarrow School.

9. How do I find out more?

See the Government's 16-19 Bursary Fund Guidance for the 2023 to 2024 academic year which provides full information, including details on eligibility criteria and evidence needed, or you can talk in confidence to Caroline Light if you have specific questions or need help or assistance in making an application.

10. Confidentiality

Your application and personal circumstances are treated with the utmost respect, discretion and confidentiality.

11. Complaints Procedure

If you, or your parent, are unhappy with the way we have handled your application, please get in touch with Mrs Hume, Head of Sixth Form.

12. Please Note

When you apply for a bursary, we will require your signature and also a parent/carer signature to confirm that the information/evidence you have provided is correct and complete to the best of your knowledge. Please be aware that giving false or incomplete information which then leads to incorrect/overpayment may result in future payments being stopped.