



16-18 Student Bursary Fund Policy (2018-19)

The 16-18 Student Bursary Fund is a cash-limited fund to support learners who would benefit from financial support to help overcome specific barriers to participation so they can remain in education. There are two elements to the Bursary Fund; Vulnerable Bursary and Discretionary Bursary. Students must be aged at least 16 and under 19 years of age on 31/08/18 to be considered for an award and must be studying a state funded full-time course at an academy within Redhill Academy Trust. In addition, students must meet the Government's residency conditions.

Group 1 - Students eligible for the £1200 Vulnerable Bursary grant

Up to £1,200 per year is available to students who are in care, a care leaver, receiving Income Support or Universal Credit because they are supporting themselves, supporting themselves and someone who is dependent on them and living with them such as a child or partner, receiving Disability Living Allowance or Personal Independent Payments in their own right as well as Employment and Support Allowance or Universal Credit in their own right.

Group 2 - Students eligible for discretionary award

An award may be available to students facing financial barriers to participation to help with education related costs such as cost of transport to school, equipment and books and meals. Applications are invited from students with a total household income of £25,000 or less.

The Bursary may be used to provide financial support for:

- On-going transport costs (e.g. through the purchase of a bus pass)
- Purchasing equipment or resources for identified individual learners (e.g. specialist protective or course related equipment)
- Costs of meals
- Assistance with costs of educational visits or trips (e.g. field trips or university interviews)
- One-off (or regular, if more appropriate) payments linked to specific costs resulting from a domestic emergency or change in circumstance in household income (e.g. issues with learner's accommodation, illness or redundancy of family members)

Payments are dependent on meeting agreed attendance and behaviour criteria

If the bursary application is successful an award will be made in instalments through the school year, unless the student requires a one-off payment to cover particular costs.

Payments at the start of term 2 and 3 shall only be made to students who have met the following conditions:



- Have achieved 95 % attendance in the previous term
- Have not been the subject of any exclusion/formal warning
- Have a positive attitude to learning (as agreed by Head of Year/Sixth Form)

How do I apply?

If you wish to apply for either or both of the above funds you need to:

- Check you meet the eligibility criteria within this policy or contact the 6th Form office for advice
- Complete the Bursary application form available from the 6th Form office or academy website
- Provide the necessary evidence to support your application
- Submit your application

What will happen once I have applied?

We will aim to process your application within 28 days and you may be contacted during this time to discuss your needs. You will be notified in writing about the outcome of your application

How will the bursary award be paid?

The academy will provide assistance with the purchase of agreed items on your behalf where this is appropriate, e.g. to obtain the best discounts. In appropriate circumstances part of all of the award will be paid into your bank account for you to directly purchase agreed items.