

THEALE GREEN SCHOOL

16-19 Bursary Fund 2017/18

Information for Young People

1. What is the 16-19 Bursary Fund

The purpose of the 16-19 Bursary Fund is to support financially disadvantaged young people taking up or continuing education post -16.

2. What is it for?

The 16-19 Bursary is a limited fund made available for supporting eligible young people with the costs of transport, food, books, educational visits or other course materials or equipment essential to successfully completing their programme of study.

3. Who is it for?

The 16-19 Bursary is targeted towards those young people considered most in need of financial support. The Government has identified a priority group of young people and have asked that Schools give priority to this group first and offer them a **Guaranteed Bursary**.

After this group has been considered, the School expect to have a small amount of funding available for other young people in need of financial support. The School has set **eligibility criteria** to ensure the remaining funds go to those who are seen to need it most. Any young person who meets these eligibility criteria can apply for a **Discretionary Bursary** to help with costs of studying.

4. What are the eligibility criteria?

You can apply for a Bursary if you are aged 16, 17 or 18 at 31st August 2017; meet the national residency requirements and at least one of the criteria listed below.

You can apply for a **Guaranteed Bursary** if you are:

- currently or have previously been looked after by the Local Authority, and/or;
- in receipt of Income Support in their own right, and/or;
- disabled and in receipt of both Employment Support Allowance *and* Disability Living Allowance.

You can apply for a **Discretionary Bursary** if either:

- your gross annual household income does not exceed **£20,000** and/or;
- you or a brother/sister, qualifies for Free School Meals (FSM), and/or;
- your parent/guardian/carer(s) receive a certain type of income based benefit

5. Can I still apply if I don't meet the eligibility criteria?

Yes, providing you meet the age and residency eligibility criteria.

6. How do I know if I am eligible?

You will need to discuss this with your parent/guardian/carer(s). If you need help to do this, or are not sure what to ask, you can talk in confidence to a member of the Sixth Form Team. There is also Information **for Parent/Guardian/Carer(s)** document you can take home, which may help.

7. How and when do I apply?

To apply, you must complete the **16-19 Bursary Fund Application Form** and submit this to the Sixth Form Administrator with the correct supporting evidence by Thursday 5th October 2017.

You can apply for a Bursary at any point in the year but those applying before the date above will be given priority. Bursaries can only be made after this date if sufficient funds are available. The Bursary scheme will close when the funds allocated have been used.

8. How much is the Bursary?

The **Guaranteed Bursary** is up to **£1,200** and the **Discretionary Bursary** is up to **£500**. The exact amount is dependent on individual circumstances and funds available.

9. How and when does it get paid?

If you apply and are successful, you will need a **Bank Account** for the Bursary to be paid into, our preferred method is to pay via BACs which we will need:

Account Name: **Bank Name:**
Bank Account Number: **Sort Code:**

Alternatively we can pay by cheque.

The bursary is designed to remove specific barriers to participation. Therefore bursary payments can be requested during the year for specific reasons. Examples would be;

- Travel costs

- Course materials
- Field trips
- Exam resit expenses

The value of the award will be determined by an assessment of actual need.

10. How do I find out more?

See the **16-19 Bursary Fund Policy** which provides further information, including details on eligibility criteria and evidence needed, or you can talk in confidence to the Sixth Form Team if you have specific questions or need help or assistance in making an application.