

## 16-19 Bursary Fund

### What is the 16-19 Bursary Fund?

The fund is made available from the government through its funding body, the Education and Skills Funding Agency (ESFA), to provide assistance to 16-19 year old students whose access to, or completion of education is inhibited by financial constraints or barriers.

### How does the scheme work?

1. A student applies to the Academy if they are eligible for the award by completing the application form.
2. The Academy reviews each application to ensure the required criteria are met, and consider any exceptional circumstances.
3. If successful, the student will receive funding to support their individual educational needs.

The student can then use these funds to support their continued education by putting it towards the cost of transport, uniform, work materials and equipment.

### Am I eligible?

The main criteria by which bursary funds will be made available is explained below.

In order to apply:

#### Age

- Students must meet the age and residency criteria which follow to be eligible for help from the bursary fund.
- A student must be aged 16 or over but under 19 at 31 August 2021 to be eligible for help from the bursary fund in the 2021 to 2022 academic year.
- Students aged 19 or over are only eligible to receive a discretionary bursary if they are continuing on a study programme they began aged 16 to 18 ('19+ continuers') or have an Education, Health and Care Plan (EHCP).
- These 2 groups of aged 19+ students can receive a discretionary bursary while they continue to attend education (in the case of a 19+ continuer, this must be the same programme they started before they turned 19), as long as their eligibility continues and the Trust considers they need the support to continue their participation.
- Students aged 19 or over are not eligible for bursaries for vulnerable groups.
- The trust will only pay bursaries to students aged 16 or over. However, in exceptional circumstances institutions may use their discretion to pay bursaries to younger students, for example, where a student is following an accelerated study programme.
- Students aged under 19 enrolled on higher education qualifications are not eligible for support.

#### Eligible Education Provision

- Students must be participating in provision that is subject to inspection by a public body that assures quality (for example Ofsted). The provision must also be either:
  - a 16 to 19 traineeship programme
  - funded directly by ESFA or by ESFA via a local authority
  - funded or co-financed by the European Social Fund

- otherwise publicly funded and lead to a qualification (up to and including level 3) accredited by Ofqual or on the ESFA list of qualifications approved for funding 14 to 19
- Students on apprenticeship programmes, or any waged training, are employed, rather than in education. They are not eligible for the 16 to 19 Bursary Fund.
- Non-employed students aged 16 to 19 who are participating in a Prince's Trust Team Programme are eligible to receive the bursary in the same way as any other student participating in an eligible, publicly funded course.
- The Trust does not expect students on distance learning provision to need help from the bursary fund because they do not have the kinds of costs the bursary is intended to cover (travel, equipment and uniforms, for example). In the rare instances where the Trust identifies such a student does require financial help, they should provide support in-kind. An example could be providing a temporary travel pass for the student to attend exams.
- Residency - Students must meet the residency criteria in ESFA funding regulations for post-16 provision. In line with these regulations the trust may be required to request evidence to support this.

#### **Other Eligibility**

- You must be able to provide evidence of the household income.
- The student must have their own bank account into which the money can be transferred.
- The bursary will only be paid if the student achieves a minimum attendance of 85%.
- Only Students with an actual financial need may be awarded funding support. The Trust may decide that although a young person may be eligible for a bursary, they do not have any actual financial need. This might be because their financial needs are already met and/or because they have no relevant costs. The Trust can refuse a student's application on this basis. Similarly, students will only receive the amount they actually need to participate.

#### **How will the Academy assess applications and allocate 16-19 Bursary Funding?**

Students who are eligible for any level of funding should complete an application form and hand it to the member of staff responsible for the 16-19 bursary at the Academy. Applications will be assessed on the criteria below. Exceptional circumstances may be taken into account on application.

#### **What funding could I receive?**

There are four types of support available –

- Vulnerable Bursary
- Discretionary Bursary
- School Meal Allowance
- Laptop Loan

#### **Vulnerable Bursary**

A vulnerable bursary is available for students who meet the following criteria:

- Is a young person in care
- Is a young care leaver (previously in care or foster care)
- Is in receipt of Income Support or Universal Credit in their own right and are financially supporting themselves and anyone who is dependent upon and living with them
- Is in receipt of Disability Living Allowance or Personal Independence Payments in their own right as well as Employment and Support Allowance or Universal Credit in their own right

Payment frequency and amounts are evaluated based on individual students' needs. These may be either in a bulk payment, monthly payments or a mix of both.

Students will need to submit a breakdown of funding requirements in order to establish the amount of funding needed.

The bursary will only be paid if the student maintains an attendance rate of at least 85%.

Funding available from Vulnerable Bursary:

- Post 16 Transport Pass – ordered direct by the Academy from Lincolnshire County Council (Applicants must meet LCC eligibility criteria – please see below)
- Other Transport costs - Individually assessed (Student must live more than 1.5 miles from School)
- Uniform – up to £250.00
- Equipment & other educational resources – Individually assessed based on course/s requirements

### Discretionary Bursary

The discretionary bursary is for students who need financial help but do not qualify for a bursary for students in vulnerable groups.

To qualify for the discretionary bursary your total household income per year must be less than £24,652.00.

Payment frequency and amounts are evaluated based on individual students' needs. These may be either in a bulk payment, monthly payments or a mix of both.

Each student will receive a letter confirming whether their application has been successful or not, along with a breakdown of payments they will receive and when.

Additional funding may be available throughout the year should further support be required. The bursary will only be paid if the student maintains an attendance rate of at least 85%.

Funding available from Discretionary Bursary:

- Post 16 Transport Pass – ordered direct by the Academy from Lincolnshire County Council (Applicants must meet LCC eligibility criteria – please see below)
- Other Transport costs - Individually assessed (Student must live more than 1.5 miles from School)
- Uniform – up to £250.00
- Equipment & other educational resources – Individually assessed based on course/s requirements

### School Meal Allowance

Students can apply to receive a daily school meal allowance if they received FSM in Year 11 (new Y12's only) or meet the following criteria:

Students in receipt of, or whose parents are in receipt of, one or more of the following benefits:

- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit

### Late Applications/Incomplete Applications

Applications are required to be submitted in full, by Friday 17<sup>th</sup> September 2021. Any applications received after this date, or any applications which are incomplete (information/evidence missing) will be paid on a pro-rata basis unless receipts can be provided for expenditure already incurred.

### Loan of Bursary Laptop

Loan of a Bursary laptop is available to any sixth form student who does not have access to computer equipment at home. There are no additional criteria required for this. Please contact your Head of Sixth Form to apply for this.

### Lincolnshire County Council – Post 16 Transport Pass Criteria

To qualify, students must be under the age of 19 on 1 September prior to the start of the course. They must also:

- attend a sixth form or college within the designated transport area (DTA) for their home address
- attend a sixth form or college nearer to their home address than the DTA sixth form or college
- and, live more than three miles away

For more information please visit Lincolnshire County Council's website - [www.lincolnshire.gov.uk/roads-transport/apply-post-16-transport](http://www.lincolnshire.gov.uk/roads-transport/apply-post-16-transport)

**Please visit your Academy's website for the full 2020/21 policy and application forms, or contact your Head of Year.**