

## Sixth Form Bursary

### 16-19 Sixth Form Bursary: Important information for all Year 12 and 13 students and their parents/carers.

The 16-19 bursary is a Government-funded financial support scheme for students aged 16-19 who face financial barriers to participation in education and training. The bursary aims to help young people meet the costs of staying in education, such as transport, equipment, books, and other study-related expenses. You can find more information here <https://www.gov.uk/1619-bursary-fund>

#### Who Can Apply for the 16 to 19 Bursary Fund?

There are two types of 16-19 bursary: Vulnerable student bursary and discretionary bursaries.

- Vulnerable bursaries are available to young people who are in care, leaving care, or who receive certain benefits.
- Discretionary bursaries are available to young people who face financial hardship and may be used to cover a range of costs related to their education.

#### Eligibility Criteria

##### Age

A student must be aged 16 or over but under 19 on 31 August 2024 to be eligible for help from the bursary fund in the 2024 to 2025 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).

##### Residency

Students must meet the residency criteria in ESFA funding regulations for post-16 provision.

Full eligibility criteria can be found [here](#)

#### Vulnerable bursary Criteria

Students in one or more of the groups below can apply for a vulnerable bursary of up to £1,200 providing there is evidence of financial need, and the costs are not being met elsewhere. (Evidence of benefits received must be sent with the application):

The eligible groups are students who are:

- in care
- care leavers
- receiving [Universal Credit](#) (UC) because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them such as a child or partner
- getting [Employment Support Allowance](#) (ESA) or Universal Credit and Disability Living Allowance (DLA) or [Personal Independence Payments](#) in their own right

#### Evidence could include:

For students who are in care or a care leaver, written confirmation of their current or previous looked-after status from the relevant local authority – this is the local authority that looks after them or provides their leaving care services. The evidence could be a letter or an email but must be clearly from the local authority.

- For students in receipt of UC, a copy of their UC award notice. This must clearly state that the claim is in the student's name/confirm they are entitled to the benefits in their own right. The evidence must not state any conditions that prevent them from participating in further education or training. For students in receipt of UC, institutions must also see a document such as a tenancy agreement in the student's name, a child benefit receipt, children's birth certificates, utility bills and so on

- For students receiving UC/ESA and DLA and PIP, a copy of their UC claim from DWP. Evidence of receipt of DLA or PIP must also be provided
- UC claimants should be able to print off details of their award from their online account or provide a screenshot to the institution.

In some cases, a young person might meet the eligibility criteria for a bursary for vulnerable groups, but their financial needs are already met, they have no relevant costs or do not need the maximum award. In these circumstances, we reserve the right to refuse the student's application.

Further information can be found [here](#)

### **Discretionary bursary Criteria**

Discretionary bursaries are awards made by institutions to individual students. This is to support the student in overcoming any barriers to their learning and ensure they have the same opportunity as their peers who do not face financial hardship. This could be for the cost of school transport, to buy essential books, equipment, or specialist clothing (such as protective overalls, for example). Decisions about which students receive a discretionary bursary and how much bursary they receive is based on each student's individual circumstances and their actual financial need. These will vary from student to student, depending on, for example, eligibility based on household income, and their actual financial needs. Students can apply more than once if their circumstances change and if this happens, they will be reassessed.

Levels of support is assessed against the household income. Students may apply for a discretionary Bursary if:

The family is in receipt of one or more of the following (evidence of benefits received must be sent with the application):

- [Universal Credit](#) (UC)
- [Employment Support Allowance](#) (Income Related)
- [Child Tax Credit](#) with [annual Inland Revenue assessed income](#):
  - Priority 1 – below £16,190
  - Priority 2 – between £16,190 and 20,817
  - Priority 3 – between £20,817 and £25,521
- Guaranteed element of [State Pension Credit](#).

Based on the information received and the financial barriers identified, students will be eligible to have financial support with the cost of travel, to buy essential books, equipment, clothing, food from the bistro, field trips, the cost of attending university interviews and open days etc. the level of financial assistance available will vary according to the level of financial need identified.

### **What the bursary fund cannot be used for**

The bursary fund is not intended to:

- provide learning support - services that institutions give to students - for example, counselling or mentoring
- support extra-curricular activities where these are not essential to the students' study programme,
- support general household incomes
- purchasing items of clothing outside of the school's Sixth Form dress code.

### **How do you apply?**

Students wishing to apply for the 16-19 Bursary must complete the application form, including attaching the relevant evidence and submitted to Mrs Hunt Deputy Head of Year for Sixth Form.

Student must have their own bank accounts. This is in accordance with the 16 to 19 Bursary guidance. Unfortunately, students without a bank account will not receive bursary.

[\*\*APPLICATION FORM HERE\*\*](#)

Applications will need to be submitted with the relevant evidence by **Friday 20 September 2024**. Confirmation letters of eligibility will be sent out week beginning Monday 7 October 2024.

### **Payment process**

Payments are made in-kind. In-kind payments can include travel passes, vouchers or credits for meals, required books and required equipment etc.

The payment method is at the discretion of the school and may be amended at any time at the discretion of the school.

Students will receive the bursary on the dates below:

- Thursday 14 November 2024
- Thursday 23 January 2025
- Thursday 6 March 2025
- Thursday 15 May 2025
- Thursday 12 June 2025
- Thursday 10 July 2025

Payments will be authorised providing the following criteria are met:

- Students' overall attendance is 96% or above. Allowances are made for exceptional circumstances for example ongoing illness or medical condition or other special circumstances that the school has been made aware of.
- Students must attend all timetabled lessons and sessions, including any collapsed days or events, unless absence has been authorised.
- Student must meet deadlines for course and attend intervention when requested.
- Students must follow the Skegness Academy behaviour policy, as set out by the school.
- There are no changes to the personal financial circumstances detailed in the application for financial support.

Payments may be withheld if these criteria are not met. We reserve the right to stop payments where students have been absent for a period of 4 continuous weeks or more (excluding holidays) and where students have made a decision to withdraw from a study programme.

### **Fraud**

Parents / carers, together with the student, are required to sign the application form to confirm that the details given are correct and that they will notify the school of any change in circumstances. Parents and students are made aware, that in signing the application form, they understand that monies may be reclaimed, and eligibility withdrawn should they knowingly provide information which is discovered to be false. Please be informed that this might result in a referral to the police with the possibility of the student and/or their family.

If you would like any support with bursary, please email the Sixth Form team [sfbursary@skegnessacademy.org](mailto:sfbursary@skegnessacademy.org)

Full guidance and further information can be found [here](#)