



THE THOMAS HARDYE SIXTH FORM 16-19 BURSARY FUND GUIDE 2021/2022

The 16-19 Bursary Fund is a scheme to help students facing financial hardship to continue in full time education after Year 11.

To qualify, 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 the same programme of study they began aged 16 to 18 (19+ continuers) or have an Education Health and Care Plan (EHCP). Students aged 19 or over are not eligible for vulnerable group bursaries.

Please note that funds are strictly limited. Bands are subject to change depending on ESFA funding. However, all applications will be reviewed and awards made according to need as far as possible.

THE SCHEME COMPRISES TWO PARTS:

1 A VULNERABLE STUDENT BURSARY (Band 1) of up to £1,200.00 per academic year for those most in need of financial support:

- Young people in care or having recently left local authority care.
- Those receiving Income Support (IS) or Universal Credit (UC) and financially supporting themselves and/or a dependent (ie child or partner living with them).
- Young people in receipt of Disability Living Allowance (DLA) or Personal Independence Payments (PIP) in their own right as well as Employment Support Allowance (ESA) or Universal Credit in their own right.

2 A DISCRETIONARY BURSARY (split into different bands dependent upon household income) available for students in need of financial support with costs to enable them to stay in education.

Eligibility for a Discretionary Bursary is based on household income (verified by Tax Credit/Universal Credit awards, a P60, Company Dividends or other benefits statements).

Band 2 – Gross annual household income totalling £16,190 or below and in receipt of Child Tax Credit (provided that the household is not additionally entitled to Working Tax Credit) **OR** with a net income of £7,400 or less and in receipt of Universal Tax Credit (after tax and not including other benefits). Students will receive an initial one-off payment towards resource/travel costs if required. They will also receive a Free School Meal and a weekly allowance subject to their attendance, conduct and attitude to learning which is accrued over a half term period before payment at the end of the half term.

Band 3 – Annual household income totalling £16,191 to £20,000 (including Tax Credits or Universal Credit). Students will receive a daily contribution towards the cost of a school meal and an initial one-off payment towards resource/travel costs if required. They will also receive a weekly payment subject to their attendance, conduct and attitude to learning which is accrued over a half term period before payment at the end of the half term.

Band 4 – Annual household income totalling £20,001 to £25,000 (including Tax Credits or Universal Credit). They will receive a weekly payment subject to their attendance, conduct and attitude to learning which is accrued over a half term period before payment at the end of the half term.



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Band 5—An Educational Support Grant (ESG) may be available for students not eligible for the Vulnerable Group or Discretionary Bursaries but in need of financial support with specific costs to enable them to stay in education and complete their courses successfully. Educational Support Grant applications will be assessed individually for eligibility according to household income and circumstances. Once granted, funds may be used towards transport to and from school; books/equipment/materials/specialist clothing; essential educational visits related to courses; UCAS fees and travel expenses for Higher Educational visits.

The ESG will generally be a payment in kind. Applications can be submitted through the academic year as it is acknowledged that students' circumstances may change.

Students receiving Band 2, 3 or 4 Discretionary Bursaries may also be able to claim for additional assistance towards costs for clothing, equipment and essential educational visits if they are undertaking certain courses with high expenditure expected, ie, Art, Photography, Geography.

Appropriate evidence will be required to support the application.

For the **Vulnerable Group Bursary** :

- A letter referring to the benefit(s) to which the young person is entitled and/or
- Written confirmation from the Local Authority of the young person's current or previous looked after status.

For the **Discretionary Bursaries** and **Educational Support Grant** :

- Evidence of benefits, grants and household income (ie Child and Working Tax Credit award statements, printouts of the three most recent Universal Tax Credit award statements and/or P60 for each working adult in the household)
- Evidence of Company Dividends if self-employed.

Students whose applications are received before **Friday 24th September 2021** will receive payments backdated to the beginning of the Autumn Term. Those whose applications are received after this date will receive payments from the date that their application is submitted. Weekly payments are accrued based on full attendance at registration periods and lessons, good conduct and a positive attitude to learning.

The award is for the 2021/22 academic year

Students will need to re-apply in the summer of 2022 if they wish to receive a bursary for the 2022/23 academic year.

Payment will be made by BACS into a **student's bank account**, half-termly in arrears and on a pro-rata basis. If a student does not have a bank account they will need to open one in order to receive their bursary. Payments are dependent on student attendance, conduct and application to their studies. Students and parents/guardians will be expected to agree to and sign a **Bursary Fund Agreement** before payments are made.

The **Sixth Form Bursary Team** will be responsible for deciding who receives the awards based on the criteria outlined in this leaflet. The Bursary Fund is given to the school each year by the ESFA (Education & Skills Funding Agency).

Appeals relating to the bursary or grant should be made in the first instance to Mrs B Buck. Final appeals should be made in writing to Mr R Nicholls, Head of Sixth Form.