



THE SOUTHFIELD GRANGE TRUST

one trust one community

16 – 19 BURSARY FUND

Approved: 24 September 2014

Review Date: 24 September 2017

16-19 Bursary Fund – Policy Statement

Introduction

The Southfield Grange Trustees aim to support our young people so that they may participate and benefit from a place in 16-19 education.

The 16-19 Bursary Fund exists to enable our learners to continue with their education. Generally awards from the Bursary will be used towards essential costs such as books, equipment, travel, field trips, visits and other costs related to learning.

The 16-19 Bursary Fund exists to help students continue with and complete their course where they would otherwise be prohibited from doing so on financial grounds. This funding replaces both the Education Maintenance Allowance and Discretionary Learner Support Funding.

The Bursary is intended to help with the hardship needs of individual students. Its intent is to “enable” a learner to continue with his or her education and should not be viewed as an incentive to attract young people into learning. Generally, awards from the Bursary will be used towards essential course related costs such as books, equipment, travel, field trips, visits and other costs associated with living and learning. The Southfield Grange Trust will seek to ensure that the funds available are:

- Distributed fairly through a process which is transparent and easily understood.
- Assessed and allocated to each individual's need, taking into account the financial circumstances of the applicant and the intended use of the award.
- Used to widen access to, and participation in, sixth form education.

16-19 Bursary Funding and the guidance concerning the administrative arrangements, priority groups for support and monitoring arrangements is issued by the Education Funding Agency (EFA). This gives a broad overview of the Fund and instructs schools on the appropriate use of the funding.

Each of our schools will determine their eligibility criteria for discretionary bursaries and the frequency of and conditions for payments of all awards.

The 16-19 Bursary Funds has two elements:

1. Priority Groups

The following students will be eligible to receive a bursary of £1,200 per year, if agreed standards of behaviour and attendance are met:

- young people who are looked after children in the care of the Local Authority or foster parents
- care leavers

- those young people who receive Income Support
- disabled young people in receipt of both Employment Support Allowance and Disability Living Allowance

From April 2013 students in the following situations, in addition to the current defined vulnerable groups above, are eligible for a vulnerable student bursary:

- Young people who receive a universal credit payment in their own name
- Young people who are disabled and receive employment support allowance and a personal independence payment in their own name.

2. Bursaries for other Young People

These awards will be targeted towards young people facing financial barriers to participation in sixth form studies. Priority will be given to those young people from the families with the lowest household income. Agreed standards of behaviour and attendance should be met.

Students from the Priority Group may also apply for additional assistance from the Bursary Fund. However, receipt of Priority Group funding will be taken into consideration in assessing any further awards.

Awards Process

Bursary awards are made for specified course related costs and/or other costs viewed as presenting a barrier to the individual learner's participation in education. The amount of each award will be assessed and disbursed on an individual, case by case basis as detailed in the individual's application form.

The School may offer bursaries in the form of non-cash "in kind" payments where appropriate, such as travel vouchers or meal vouchers, attendance on course related school trips etc. Any equipment purchased by the school for use by an individual learner remains the property of the school and must be returned upon completion of or withdrawal from the course.

The school may also offer an award in the form of a short-term loan to help a learner bridge a temporary financial hardship where this is deemed appropriate and agreed by the learner. In this case, the school will draw up an agreement with the learner clearly stating the use of and the conditions surrounding the reimbursement arrangements which the learner should sign indicating that they understand the conditions of the loan. The student should be able to provide evidence that the award has been used as intended.

In line with the "something for something" ethos, receipt of bursary payments are conditional upon a student meeting attendance and behaviour standards which are agreed in advance and set out above.

Attendance and behaviour requirements generally align with the conduct standards expected of all students who are part of the Southfield Grange community. Where the learner does not meet the agreed attendance or behaviour standards the school will make every effort to advise the learner and help resolve any issues but retains the right to rescind or suspend bursary payment(s).

Review of Policy

This policy will be reviewed on an annual basis, taking into account the views of the school, young people and their parents and guidance from the Department for Education and the Education Funding Agency.