

16-19 Bursary Fund

This is a new scheme to help young people facing financial hardship to stay in full-time education. It replaces the EMA scheme. The money is intended to help with the day-to-day costs when you stay on at school – such as travel, books and equipment for your learning programme.

Those classified as being 'in most need' (listed in bold below) are eligible for a £1,200 bursary. Other students that apply for financial support will if successful receive funding the size of which is dependent on the Bursary Fund supplied to the school by the YPLA.

You can apply if:

The adults' income in your household between 6th April 2010 and 5th April 2011 (Tax year 2010-11) was **£30,810** or less

Or

You are classified as being 'in most need', such as **young people in care, care leavers, young people receiving income support, and disabled young people receiving both Employment Support Allowance and Disability Living Allowance.**

Applying for a 16-19 Bursary

Students should apply in writing to the Head of Sixth Form and supply evidence of need or income as described below.

Evidence

The school will require some evidence of your family's income such as benefit entitlement or a P60 or Tax Credit Award Notice (Form TC602).

If you are receiving income support you can provide a letter from the Department of Work and pensions setting out the benefit you are entitled to.

If you are in care or a care leaver, the local authority will be able to provide a letter for the school confirming this.

Appeal

If a student is unsuccessful in his application he can appeal to the Deputy Head with responsibility for Sixth Form.

Bursary payments

Bursary payments will be made at three points in the school year and to receive a bursary award a student must have a **UK bank account in their own name** into which payments can be made.

In order to receive payment a student will be expected to meet sixth form standards and in particular the following requirements:

- Morning and afternoon registration
- Be punctual
- Attend all lessons
- Attend assemblies and required liturgies

Application deadline

All applications for the first payment must have been received by the Head of Sixth Form by the 14th October 2011.

Bursary administration

The Sixth Form Pastoral Support Assistant will monitor attendance and punctuality and certify payments. Each payment must be backed up by school records.

EMA transition

Transitional arrangements are available for those students part-way through their studies and currently receiving the EMA.

- Students who successfully applied for EMA in 2009/10 will continue to receive payments at the level set out in their EMA guarantee for each week they are in education or training, until the end of the 2011/12 academic year.
- Students who successfully applied for the maximum weekly EMA payment of £30 in 2010/11 will be eligible for £20 for each week they are in education or training, until the end of the 2011/12 academic year.
- Students who started in Year 12 in September 2010 and who received either £20 or £10 a week EMA will no longer receive EMA but they can apply for a bursary from the school.

Further information

For more information and advice go to www.direct.gov.uk/16-19bursary