

# Maghull High School

## The 16-19 Bursary Fund 2011-2012

This fund is allocated by the Government to Schools to assist students whose access to and participation in education is inhibited by financial constraints or barriers. This new scheme is to replace the old Educational Maintenance Allowance but is a much smaller amount of money.

### **Who is eligible to apply for the 16-19 Bursary funding?**

Students following government funded full time or part time courses, who are over 16 years and satisfy one or more of these criteria:

1. Students aged at least 16 and under 19 years of age on 31<sup>st</sup> August 2011 who are in care, are leaving care, are in direct receipt of Income Support or are disabled and in receipt of both Employment Support Allowance and Disability Living Allowance.
2. Students who are economically disadvantaged and at risk of not taking up or continuing in their education.

*Note: - Students in Year 13 who are still in receipt of EMA will not be considered for bursary funding unless in compliance with part 1 above.*

### **How is Bursary Funding allocated?**

The 16-19 Bursary is a limited fund and the School must prioritise allocation according to guidelines based on need and household income.

#### **Priority 1**

Students aged at least 16 and under 19 years of age on 31<sup>st</sup> August 2011 who are in the following categories:-

- Are currently in care
- Are leaving or have just left care
- Are in receipt of Income Support in their own name
- Are disabled and in receipt of both Employment Support Allowance and Disability Living Allowance.

Eligible students will be guaranteed a £1,200 bursary.

#### **Priority 2**

Students aged at least 16 and under 19 years of age on 31<sup>st</sup> August 2011 who are in the following categories:-

- Are eligible and claim free school meals
- Have a gross household income of below £20,000

Students in this group, if they apply by 30<sup>th</sup> September 2011 may be eligible for a contribution towards the cost of transport, essential course equipment, educational visits or financial support towards childcare costs and exam re-sit fees.

#### **Discretionary Fund**

Those who do not meet the criteria for Priorities 1 and 2 may be considered for funding, subject to availability after those in the higher priorities. In some cases these awards may not be made until after 31<sup>st</sup> December 2011. Students in this group may get a contribution towards the costs of any reasonable educational expense.

## **Emergency Payments**

Emergency Payments of small sums may be available for any student in times of need such as homelessness.

## **Applications**

- Application Forms are available from the Sixth Form Office or can be downloaded from the school website.
- Applications should be made as soon as possible and by 30<sup>th</sup> October at the latest. Emergency funding can be applied for at any time.
- Priority 1 applicants will need to provide evidence that they fall into one of the nominated groups: in care, care leavers, those in receipt of Income Support in their own name or those receiving Disability Living Allowance and Employment Support Allowance.
- Priority 2 applicants who are entitled to free school meals will not need to provide any other evidence as the local authority will provide confirmation.
- Priority 2 applicants who do not receive free school meals will need to provide evidence of income for example P60, wage slips, statements of benefit entitlement and payments.
- Completed forms should be posted to school or handed in at reception, for the attention of Mrs V Leatherbarrow, Director of Resources.
- All applicants will be advised of the outcome by letter.

## **Payments**

- Payments will be made directly to the student or where the student requests to their parent or guardian by direct payment into their bank account.
- Payments will be made by instalments the number of which will depend on the amount of Bursary paid.
- After the first payment subsequent payments will depend upon student's good attendance and progress.
- The allocation and spending of the Bursary Fund is subject to official audit and the school and students may be asked to show for what educational purposes the money allocated has been used.

## **Decisions**

- Decisions about the allocation of funds will rest with the Senior Leadership Team of the school
- A panel will be set up consisting of the Director of Resources, the Head Teacher and a Governor to consider any appeals.
- Appeals should be made in writing within five working days of a decision being issued.

The Governing Body will review and update as appropriate the Bursary Fund Policy on an annual basis, depending on prevailing Government policies and any local agreements.

For any further queries or clarifications, please contact the Director of Resources or Assistant Head in charge of Sixth Form.