

The Marches Sixth Form

Post 16 Bursary Information and Guidance

What is the 16 – 19 Bursary Fund?

- The Bursary is financial support which is available to students meeting specific criteria to help to overcome financial barriers to Post 16 Education.
- Priority groups 2 and 3 will be awarded at the discretion of the school. Decisions will be based upon the availability of funds and on the evidence supplied at the time of request.

Who is eligible to apply for support from the Bursary Fund?

- **Priority 1 Group** – In care or care leavers and students receiving independent financial support.
- **Priority 2 Group** – Student from families where the income does not exceed £16,190 (for full criteria see group 2 page).
- **Priority 3 Group** - Students who have been identified as having genuine barriers to participating in aspects of their education and being eligible for financial support, but who may not meet the eligibility criteria for Priority Group 2.

Priority Group 1

Priority Group 1 follows statutory guidance for the provision of young people meeting the criteria of the following identified groups:

- In care or care leavers
- A student in receipt of Income Support or Universal Credit who is supporting themselves or a dependent
- A student receiving Personal Independence Payments/Disability Living Allowance and Employment Support Allowance/Universal Credit.
- These students could receive up to £1,200 as allocated by the Education Funding Agency (EFA) and administered by The Marches Sixth Form.

Students in this category will be eligible for Free School Meals and support with transport where appropriate.

Discretionary Priority Group 2

Discretionary Financial Bursaries will be available to students whose families meet the following criteria:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance (ESA)
- Support under part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))
- Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit
- Universal Credit with net earnings not exceeding the equivalent of £7,400 pa (after tax and not including any benefits you get)

Students in this category will be eligible for Free School Meals and support with transport where appropriate.

Discretionary Priority Group 3

Priority Group 3 Awards can be made to Students who have been identified as having genuine barriers to participating in aspects of their education and being eligible for financial support, but who may not meet the eligibility criteria for Priority Group 2. This fund will remain open throughout the year as a 'Hardship Fund' to cover costs such as trips, textbooks and UCAS payments.

Students will receive payment in kind based on one off requests throughout the year.

Awards to group 3 will be made at the discretion of the school.

How to Apply

All students meeting the criteria for Groups 1 and 2 should apply in or before September. There will be a second window for application to groups 1 and 2 in January.

- Round 1 deadline for application last week in September
- Round 2 deadline for application February Half Term
- Priority 3 for one off payments will remain open all year.

Applications should be made using the online Form which can be found in the Sixth Form area of the school web site. Supporting documents should be provided in hard copy.

Applications should be made using the [online form](#).

How the Bursary will be paid

- An introductory pack will be given to all students in receipt of the Bursary Groups 1 and 2 which will include all course books, stationary and the option to purchase school clothing up to a value of £50. Requests for clothes should be made via the Bursary request form online and should be compliant with the Sixth Form Dress Code.
- Further payments will be made based upon specific requests made between Term 1 of Y12 and Easter Y13.
- Students in receipt of the Bursary will be encouraged to use a portion of their bursary on something to enhance their career or university application process for example Gold D of E.
- Requests for bursary items should be made using the Online Form throughout the year.

Conditions

Awards will be made according to the following criteria:

1. Level of family income
2. Nature of the application – priority will always be given to essential curricular requests
3. All awards will take household income into consideration
4. The finances available within the fund
5. In the event of bursary funds being over-subscribed, The Marches Sixth Form will prioritise Priority 1 applications before awarding Priority 2 & 3 applications.
6. All applications must have been received before the application close date to qualify.

Criteria for the ongoing receipt of bursary funding

Payments of bursary will be subject to the young person having complied with the following conditions:

- Qualifying period – satisfy a qualifying period of study i.e. at least 6 weeks
- Attendance (including Tutor Time) – No unauthorised absence, overall attendance 97% or doctor's certificate
- Behavior – No cause for concern and lesson grades of 2 or above
- Appearance – No cause for concern with regards to the Sixth Form Dress Code
- Punctuality – No more than 3 late marks in a half term
- Deadlines – adhere to all deadlines for homework and coursework

The discretionary allowance may be withdrawn if these criteria are not met.