The following information applies to students aged 16 to 19 on 31st August 2021 taking a full-time course in 21/22.

*If you are living in care, a care leaver, receiving income support or Universal Credit or are disabled in receipt of Employment Support Allowance and also in receipt of Disability Living Allowance or Universal Credit instead of Employment Support Allowance, plus Personal Independence Payment you will be eligible to receive a Bursary of £1200 a year.*

*If you are in receipt of Free School Meals or Pupil premium you may be eligible for a Discretionary Award.*

Information for the Bursary Scheme in greater detail is available on the website or Mrs Cain (Head of Sixth form)

**Section 1 – Personal Details**

|  |  |  |
| --- | --- | --- |
| Name: |  | Date of birth: |
| Address: |  | |
| Post code: |  | |
| Tel: |  | email: |

**Category 1: Bursary for defined vulnerable groups**

**The Government has announced that some students will be entitled to a grant or bursary of up to £1200 during this academic year**

**You could get this if you are in one of the following categories:**

* **You are in care, including unaccompanied asylum-seeking children**
* **You are a care leavers**
* **You are in foster care, including foster care that has been privately arranged**
* **You are getting Income Support or the equivalent Universal Credit (UC) in your own right. (students must also provide additional documentation to confirm their independent status, for example a tenancy agreement in their name.)**
* **You are getting both Disability Living Allowance (or the new Personal Independence Payments) and Employment Support Allowance (ESA) (or Universal Credit as a replacement for ESA) in your own right**
* **You meet the Age, study and residency criteria outlined in our policy.**

**Category 2: Discretionary Award**

Students that qualify for discretionary bursary may be included in one or more of the following categories:

* Low household income
* Previous qualification for free school meals
* Number of dependent children in household
* Distance to travel to the Academy
* High level of participation need.

**Evidence of one of these benefits will be required to support applications to the 16-19 Bursary Fund.**(please see our 16 – 19 Bursary procedure for a list of evidence)

**Students must satisfy the residency criteria as set out in the EFA Funding Guidance.**

**This application for assistance from the 16-19 Bursary Fund is made under the priority group of:**

**Category 1 Category 2**

**Section 2 - Personal Circumstances** (all applications are treated in the strictest confidence)

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| Are you in Local Authority Care, a care leaver, or living with foster parents? |  |  |
| Are you or a member of your household in receipt of Universal Credit? |  |  |
| Are you disabled and in receipt of Employment Support Allowance Disability Living Allowance and also Personal Independence Payment? |  |  |
| Have you be in receipt of free-school meals? |  |  |
| Do you or your parents receive any of the following benefits? | Please tick | Amount per week |
| Income Support/JSA/ESA |  |  |
| Child Tax Credit |  |  |
| Working Tax Credit |  |  |
| Universal Credit |  |  |
| Other income based benefit (Please specify) |  |  |

|  |  |  |
| --- | --- | --- |
| If you live with or are financially dependent upon your parent(s) or guardians(s) and they are on low incomes please give the following details | | |
| Name |  | |
| Address (if different from yours) |  | |
|  | | Amount per week |
| You must provide clear evidence of your household income level. Examples may include;  P60, Tax Credit Award Notice or evidence of self-employed earnings), Income Support information, Inland Revenue Form beginning TC60 | |  |

**Section 3 – Financial Assistance Required**

Apply now to the 16 to19 Bursary Fund and you could get assistance towards the costs of:

Transport Books/equipment Trips Other costs where identified and eligible.

The amount of financial assistance you may receive is dependent upon your personal circumstances and is intended to help you with the costs of overcoming any barriers you may have when attending Sixth Form. Please indicate below the types of expense for which you need financial assistance. All information provided is strictly confidential and will only be used for the assessment purpose.

***Your application will not be considered if you do not complete this section.***

|  |
| --- |
|  |

**Section 4 – Student Declaration**

I certify that the information I have provided is correct and that I have provided supporting evidence. I understand that it is my responsibility to inform All Saints’ Academy of any changes to my personal circumstances; failure to do so may result in funds being reclaimed. Fraudulent claims will be reported to the police.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Signed |  | | Print Name | Date |
| **Procedure**  1. Application form (with supporting evidence) to be completed by the student/parent and submitted to Mrs Cain (Head of Sixth form)  2. Within 10 working days your application will be assessed; You will then be informed of their decision within 2 working weeks.  3. You are entitled to appeal against any decision (See Bursary statement)  4. Some provision may be available for immediate emergency payments.  5. If a student who has received financial assistance leaves before the completion of their course they may be required to repay all or part of their grant.  *For Office Use only* | | | | |
| Date | | Action | | |
|  | |  | | |
| Authorising signature | |  | | |
|  | |  | | |

|  |  |
| --- | --- |
| Rejected | Reason |
|  |  |

|  |  |
| --- | --- |
| Student informed | Action |
|  |  |

|  |  |
| --- | --- |
| Supporting Documents | Record |
|  |  |

|  |  |
| --- | --- |
| Payment schedule | Action |
|  |  |