

# 16 - 19 Bursary Fund Information

## Aims

The student bursary fund aims to help and support students enrolled in the school Sixth Form who face the greatest barriers to learning, and to ensure that students can fully participate in and benefit from the 16-19 curriculum provision.

## Eligibility

If you fall into one of the priority categories listed below, you may be able to benefit from the bursary scheme.

Category A	Category B	Category C
<p><b>Students in one of the following groups:</b></p> <ul style="list-style-type: none"> <li>• in care.</li> <li>• care leavers.</li> <li>• receiving Income Support (IS) or Universal Credit (UC).</li> <li>• receiving Disability Living Allowance or Personal Independence Payments in their own right as well as Employment</li> </ul>	<p><b>Students living in a household where the gross household annual income is £16,190 or less.</b></p> <p>Such students are entitled to apply for Free School Meals:</p> <p>Students living in Kirklees apply online at <a href="http://www.kirklees.gov.uk">www.kirklees.gov.uk</a></p> <p>Students living outside Kirklees should contact the school office for further details and an application form.</p>	<p><b>Students who do not qualify in categories A or B but whose household income is between £16,191 and £25,000.</b></p> <p>Students can apply for funds to meet a short term or specific educational need. This could include contributing to the cost of transport, meals, books and equipment.</p> <p>The continuation of payments is subject to students meeting certain attendance criteria, their Sixth Form</p>

**and Support Allowance or Universal Credit in their own right,**

**These students would receive a guaranteed minimum bursary of £1,200 which would be paid as a weekly payment subject to students meeting certain attendance criteria and their Sixth Form contract.**

**Students will be allocated regular payments for specific educational purposes with payments being made each half term.**

**The continuation of payments is subject to students meeting certain attendance criteria, their Sixth Form contract and providing details of eligible expenditure, when required.**

**Amount paid will be dependent on student numbers in this category and funds available, but will typically be £600 per annum.**

**Additional payments may be available during the year to increase the bursary amount available to students.**

**contract and providing details of eligible expenditure, when required.**

**This will be subject to funds being available and the number of applications received, but will typically be £390 per annum.**

**Additional payments may be available during the year to increase the bursary amount available to students.**

## **1 - Application Process**

If you feel that you are eligible for funding from any of the above categories, please complete an application form available via the website or collect an application form from the Sixth Form Office.

### **Next Steps**

- Bring the completed application form to Reception, together with supporting evidence, which must be the original documents, in a sealed envelope FAO Mrs Bowen. Once your application has been processed the original documents will be returned to you. Decisions regarding the allocation of funds will be made in writing, together with a pay plan and signed learning agreement.
- As the funding is linked to individual financial circumstance applications can be made at any time.

Bursary payments will be made to students on the following dates:

- Week-ending 12 October 2018, although this payment date is flexible, depending on the completed forms being provided in time to meet this date
- Week-ending 16 November 2018
- Week-ending 18 January 2019
- Week-ending 8 March 2019
- Week-ending 26 April 2019
- Week-ending 14 June 2019

## **2 - Transport**

You are entitled to reduced bus and rail fares in West Yorkshire while you are in full-time education in the Sixth Form.

Metro '16-18 Photo-Card' half-fare bus and rail travel. Available to all 16-18 year olds, resident in West Yorkshire. Apply online to: <https://ticketsandpasses.wymetro.com>

## **3 - University Interviews/Taster Days/Master Classes**

Students called for University interviews, Taster Days or University Master Classes can claim for their travel by providing the invitation letter for the interview/session, together with travel receipts and then submitting them to Mrs Bowen in the Finance Office.

If any student is unsure about what activities can be claimed for, please contact Mr Brown, Finance Director, or the Sixth Form Team.