



16-19 Bursary Fund 2017-18

What is the 16-19 Bursary Fund?

The Government introduced a new 16-19 Bursary Fund in 2011 to support the most vulnerable young people to participate in post-16 education and training. This new scheme replaced the Education Maintenance Allowance (EMA), and is made available from the government through its funding body – the Education & Skills Funding Agency (ESFA). The purpose of the 16-19 Bursary Fund is to support young people aged 16-19 in full time education who face financial barriers to participation such as costs of transport, food or equipment. It is made up of two parts: a bursary of £1,200 a year to the most vulnerable young people, and a discretionary fund for schools and colleges to distribute.

Who is eligible to apply for 16-19 Bursary Funding?

Students aged at least 16 and under 19 years of age on 31st August 2017, and who fall into one or more of the following groups:

- Learners from the following groups will be eligible for a bursary of £1,200 per academic year paid by the school:
 - young people in care (as defined by Social Services), aged 16 and 17
 - young people aged 16,17 or 18 who are leaving or have recently left care
 - disabled young people aged 16,17 or 18 in receipt of income support or universal credit in their own name
 - disabled young people in receipt of both Employment Support Allowance (or universal credit as a replacement for ESA) and Disability Living Allowance (or the new Personal Independence Payments)

Payments will be made half-termly (ie six times a year).

- Learners from the following groups may be eligible for a discretionary bursary paid by the school:
 - young people from families with a gross annual income of below £40,000Discretionary bursaries can be used towards the cost of transport, books and equipment, meals in school, school clothing and educational trips. Payments may be made termly or for specific expenses as they occur.

Who is not eligible for 16-19 Bursary Funding?

- Students under 16 years of age or over 19 years of age on 31st August 2017.
- Students who do not meet the residency qualifications.

How does the school assess applications and allocate 16-19 Bursary funding?

The 16-19 Bursary Fund is a limited fund and the school will prioritise allocation. There will be two priority groups, as detailed above. The value of discretionary bursaries will depend on the amount of money available in the fund and the number of qualifying applicants. The school cannot guarantee to provide support for all eligible learners although every effort will be made to ensure that financial circumstances do not stop learners attending school.

To continue to receive a bursary, the student must satisfy the following conditions:

- the student's level of attendance must be excellent: no unexplained (or unauthorised) absence from lessons
- the student's punctuality must be excellent
- the student must not have broken the terms of the Home-School Agreement.

How do students apply?

By applying to the School Business Manager on the form below. Applications should be received by 18th September 2017. If a student's financial circumstances change in the course of the year, she should discuss the situation with the School Business Manager, who will decide whether a late application may be acceptable.

Stratford Girls' Grammar School **16-19 Bursary Fund Application**

Prior to completing this form please read the guidance notes and ensure you have available all the financial evidence requested on the next page. Proof of entitlement will be required to allow the processing of this form.

Learner Details

Surname/Family Name:	
First Names:	
Date of Birth	
Address	
Post Code	
e-mail address	
Home Phone	
Mobile Phone	

Learner's Bank or Building Society Details

To receive payments, you must have a bank account in your own name that will accept BACS payments. If you do not have a bank account, you need to open one before completing this form.

Name of Account Holder	
Name of Bank	
Branch	
Sort Code	
Account Number	
Roll Number	

Parental/Carer Details

Surname/Family Name:	
First Names:	
Date of Birth	
Address	
Post Code	
National Insurance Number	
Home Phone	
Mobile Phone	
Household Income (evidence required)	

Stratford Girls' Grammar School
16-19 Bursary Fund Application

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

Vulnerable

Discretionary

For discretionary awards please select the category below which best fits what you are most in need of:

Daily expenses without which you would not be able to attend school. Please outline your needs below:

Assistance with Travel costs. Please outline your needs below:

Assistance with Clothing costs. Please outline your needs below:

Stratford Girls' Grammar School 16-19 Bursary Fund Application

Please complete either:

A – Learner declaration (for Vulnerable awards)

Tick if applicable	Category	Evidence required
	I am a looked after child	Letter from your social worker
	I am a care leaver	Letter from your social worker
	I am disabled and in receipt of Income Support or Universal Credit	Please provide benefits book or bank statement
	I am disabled and in receipt of Employment Support Allowance and Disability Living Allowance	Please provide benefits book or bank statement

Or B – Parent / carer declaration of household income Apr 2016-Mar 2017 (for discretionary awards)

Category	Parent / Carer 1	Parent / Carer 2	Evidence required
Gross taxable annual salary / wages	£	£	2015 P60 or end March 2016 payslip
Self employment / property income	£	£	Self assessment tax calculation 2016-17 or certified accounts
Private/occupational pension	£	£	Pension statement /pension P60 2017 / bank statement
State pension	£	£	Pension statement / bank statement / pension book
Benefits – please specify	£	£	Bank statement / benefit book
Bank / building society interest	£	£	If over £250 bank / building society statement
Share dividends	£	£	If over £250 tax vouchers

I declare that all the information I have given is correct

SIGNED (parent/carer)

DATE

SIGNED (learner)

DATE