



# ST GEORGE'S ACADEMY

## 16-19 BURSARY FUND POLICY

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### 1. Introduction

The Academy is notified by the Education and Skills Funding Agency (ESFA) each year as to the bursary funding, and it complies with the guidelines issued by the ESFA for eligibility, assessment and payment of bursaries.

The purpose of the bursary fund is intended to help students with the essential costs of participating in their study programme, for example, to help with essential books or equipment or with the cost of travelling to school or college. The bursary fund may also be used to provide further help with childcare costs for those young parents in receipt of Care to Learn whose costs exceed the weekly maximum rates for that scheme. The bursary fund is not intended to support costs not related to education (living costs), extra-curricular activities or provide learning support – services that institutions give to students – such as counselling, mentoring and extra tutoring.

Applications should be submitted to the Academy Finance Office by 30 September each academic year. Late applications may be considered if funds are still available.

Applications will be considered and successful applicants will be notified of their award in writing.

### 2. Eligibility

To be eligible to receive a 16-19 Bursary Fund, the student must be aged 16 or over and under 19 on 31 August in the academic year in which they start their programme of study. They must also satisfy the ESFA residency criteria and agree to the terms of the Academy Sixth Form contract.

### 3. Assessment

The 16-19 Bursary Fund is a limited fund and the Academy will prioritise allocation. There will be three priority groups, categorised as high, medium and low. Bursaries will be allocated on a first come, first served basis until the fund is exhausted.

#### High priority group (vulnerable students)

Student falling into one the following categories:

- In care
- Care leavers
- Receiving Income Support, or Universal Credit because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them such as a child or partner
- Receiving Disability Living Allowance or Personal Independence Payments in their own right as well as Employment and Support Allowance or Universal Credit in their own right

The bursary for vulnerable groups can pay up to £1,200 per year to a student participating on a study programme that lasts for 30 weeks or more. Students on study programmes of less than 30 weeks should be paid a pro-rata amount.



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### Medium and Low priority groups

Eligible students in these groups should satisfy the criteria below.


Student living in a household which receives one or more of the following:

- Employment and Support Allowance
- Free school meals
- Housing or Council Tax Benefit
- Income Support
- Job Seekers Allowance (JSA)
- Pension Guarantee Credit
- Working Tax Credit
- Other state benefits not listed above

Student living in a household not in receipt of any of the above, will then require proof of annual household income, such as:

- Earnings statement such as annual tax return or P60 or authorised evidence of income
- Interest from savings and grants/scholarships
- Unearned income
- Any other evidence of household income not listed above

Application forms are available from the Sixth Form Student Support Mentor or the Academy Finance Office.

Policy Developed by: Janie Lau, Vice Principal (Corporate Services)	
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Name ..... G. Arnold.....	Signature .....  .....
Committee: Co-chair of Governors	