

The Angmering Sixth Form 16-19 Bursary Fund is designed to help and support any student who faces financial barriers to participation in terms of education and training, such as costs of transport, food or equipment. Please note that the terms, eligibility and conditions may change from year to year, based on government guidelines and funds available. Please read the guidance, and if you think you may be eligible for an award from the Bursary Fund, please complete the application form, and return it with the appropriate evidence to Emily Hughes in the Sixth Form Study Room. Each case will be considered in confidence, individually, and is based on an assessment of need.

ELIGIBILITY

To be eligible to receive a bursary in the 2021/22 academic year, students must:

- be under 19 on 31/8/21
- meet the EFA residency criteria
- be enrolled on an approved Sixth Form course

Full details at <https://www.gov.uk/guidance/16-to-19-bursary-fund-guide-2021-to-2022-academic-year>

VULNERABLE GROUPS BURSARY AWARD

If you can provide evidence of being in one of the four vulnerable groups below, and have a clear financial need, you may be eligible to apply for the Vulnerable Bursary of up to £1,200 a year. This will be paid weekly, during term time, directly into the student's bank account, subject to the student meeting the requirements (such as attendance) outlined in the "Conditions" section overleaf.

- In care
- Care leavers
- Receiving Income Support, or Universal Credit **in the student's own right**
- Receiving Disability Living Allowance, or Personal Independence Payments in your own right, **as well as** Employment and Support Allowance or Universal Credit **in the student's own right**

Students in receipt of the Vulnerable Bursary may, depending on needs, circumstances and funds available, be further financially supported in the following ways:

- Essential course equipment (eg, Art materials)
- Subsidy of some compulsory trips (subject to student meeting conditions overleaf)
- Free college meal

FURTHER EDUCATION FREE MEAL

Students are eligible for a free college meal if they, or their parents, can provide evidence of being in receipt of one or more of the following benefits:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment & 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 HM Revenue and Customs (HMRC))
- Working Tax Credit run-on - paid for four weeks after someone stops qualifying for Working Tax Credit
- Universal Credit with net earnings not exceeding the equivalent of £7,400 pa

Students who are eligible for a free college meal will be allocated a credit of £2.35 per day to cover the cost of a nutritional meal, using their college ID card, in the school canteen. Money allocated cannot be accumulated and non-expenditure on a particular day will not be carried forward.

DISCRETIONARY BURSARY AWARD

Students who meet the criteria for a free meal in further education will also qualify for a Discretionary Bursary.

The Discretionary Bursary Award is not paid weekly, but is designed to help towards specific costs where a clear need has been evidenced, so this may be a one-off payment (possibly in kind), or a payment made at certain times throughout the year as necessary. In some cases, where a VAT-rated item is purchased by the college for the student, the recipient will have the option of paying the tax and keeping the item at the end of their course, or returning the item. The bursary is intended to support students with their studies at Angmering Sixth Form, and not to subsidise living expenses.

You may be eligible for a Discretionary Bursary Award if you live in a household which has a taxable income of less than £25,000 pa. Acceptable examples of evidence required are:

- P60 or three most recent consecutive payslips
- Working Tax Credit Award Certificate
- Self-Assessment Tax Calculation Form
- Universal Credit Form for the last three months

Depending on individual circumstances and funds available, the Discretionary Bursary may be used in the following ways:

- essential course equipment (eg Art materials, IT equipment)
- subsidy of some trips
- subsidy of travel to interviews, university open days etc
- subsidy of travel to college if journey from home is more than three miles

CONDITIONS

Continued payment of any bursary award depends on the student observing the following:

- at least 90% attendance at all lessons, registration, assemblies, tutor group meetings
- confirm absence before 8.45 am by phone or email to the Sixth Form office, 01903 778391, 6thformoffice@theangmeringschool.co.uk
- work hard, complete all assignments, have excellent behaviour
- engage with all relevant college functions and events
- use the bursary payment for the purpose for which it was awarded, with proof of expenditure (eg receipts) supplied where appropriate

In cases of a student withdrawing early from a course, the application will be cancelled. This means that:

- any payments due are cancelled
- any payments received after the withdrawal date will be reclaimed
- if a student has received equipment/materials paid for by the school, this may result in an invoice being raised to the student for repayment

If a student's application is refused, cancelled or suspended due to poor attendance or behaviour, the procedure is as follows:

- the student will be given a statement of cancellation of funds, explaining the reason for the decision
- the student has a right to appeal, through the appropriate forms and procedure
- the deadline for appeals is 23 October 2020 or until funding is exhausted, whichever is the sooner. No appeals will be accepted after a student has withdrawn.