

16-19 Bursary Application Form 2024-25

(strictly confidential)

Student Name:		
Date of Birth:		
Address:		
Courses being studied 2024-25:	1.	
	2.	
	3.	
	4.	
Method of travel to school:		
Currently receiving Free School Meals?	Yes / No	
Would you like to apply for Free School Meals?	Yes / No	
Bursary being applied for:		
1. <u>Vulnerable Student Bursary Criteria</u>	<u>Tick all that apply</u>	<u>Evidence Supplied</u>
Young person in care or care leaver		n/a
Young person receiving in their own right:		
Income Support (IS) or Universal Credit (UC)		
Employment Support Allowance (ESA)		
Disability Living Allowance (DLA)		
Personal Independence Payments (PIP)		
2. <u>Discretionary Bursary Criteria</u>	<u>Tick all that apply</u>	<u>Evidence Supplied</u>
Family receiving one or more of the following:		
Income Support (IS) or Universal Credit (UC)		
Employment Support Allowance (ESA)		
Child Tax Credit (CTC)		
Annual household income – MUST BE COMPLETED	£	



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Terms and Conditions:-

I/We confirm that the information provided in support of this application is correct to the best of my/our knowledge.

I/We confirm that I/we will inform the school of any change in circumstance that may alter the terms of support (change of family circumstances or decision made to leave school).

I/We acknowledge that this information will not be shared, only for the purpose of audit by the ESFA (government awarding body).

I/We are aware that financial support provided by this award may be stopped due to poor attendance/behaviour and non-compliance with the Sixth Form Agreement.

I/We are aware that funding can only be provided subject to the school receiving sufficient government funding.

Student Signature			
Print Name		Date	
Parent/Carer Signature			
Print Name		Date	

If you have any queries or need assistance completing this form, please contact the Sixth Form Office.

Once you have completed the form please pass it to the Finance Office, in a sealed envelope with any supporting evidence. Please note the contents enclosed will be dealt with confidentially.

Applications are made for each year of study. A successful application in 2024-25 does not automatically mean a student will receive a bursary in 2025-26, but you will be asked to make a declaration as to whether your circumstances have changed or not at the start of 2025-26.

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16 to 19 Bursary Fund

The 16 to 19 Bursary Fund supports the most financially disadvantaged 16 to 19 year olds and those young people who most need help with the costs of staying in education.

Who can apply for a 16 to 19 Bursary Fund?

There are 2 types of 16 to 19 bursaries:

- a vulnerable bursary for young people in one of the defined vulnerable groups
- discretionary bursaries that institutions award to meet individual needs, for example, transport, books and equipment

Oriol High School will administer the Bursary Fund awarded within the Education Funding Agency's 16-19 Bursary Fund Guidelines. We aim to have clear and transparent processes including an appeals procedure. All recording along with evidence of eligibility will in addition follow Oriol High School's procedures/guidelines.

Applicants must be under 19 on 31 August 2024.

Vulnerable bursary

Students in one or more of the groups below can apply for a vulnerable bursary.

The eligible groups are students who are:

- in care
- care leavers
- getting [Income Support](#) (IS) or [Universal Credit](#) (UC) in place of Income Support in their own right
- getting [Employment Support Allowance](#) (ESA) or Universal Credit and Disability Living Allowance (DLA) or [Personal Independence Payments](#) in their own right

Discretionary bursary

Discretionary bursaries are awards made by institutions to individual students. They are targeted on overcoming the individual barriers to participation a student may face.

Based on the information received and if financial hardship is identified, the student will be eligible to apply for re-imbursment of travel costs upon submission of evidence e.g. Travel Tickets/Weekly Pass.

In addition, if other barriers are identified, students assessed as being eligible for the discretionary element, can also request financial assistance. This could be for equipment, school trips etc. the level of financial assistance available will vary according to the level of hardship identified.

Students may apply for a discretionary Bursary if:



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The family is in receipt of one or more of the following (**evidence of benefits received must be sent with the application**):

- Income Support (IS) or Universal credit (UC)
- Employment & Support Allowance (Income Related)
- Child Tax Credit with annual Inland Revenue assessed income:
 - Priority 1 – below £16,190
 - Priority 2 – between £16,190 and 21,000
 - Priority 3 – between £21,000 and £25,000
- Guaranteed element of State Pension Credit.