

# **South Bromsgrove High**

## **Post 16 Bursary Arrangements**

**Reviewed**  
**Next review due**  
**Policy responsibility**

**April 2020**  
**April 2021**  
**Director of Sixth Form**

## **Basic Outline of the Post-16 Bursary Arrangements at South Bromsgrove High School**

There are two types of bursary:

### **1. Vulnerable Bursaries**

Applies to those students:

- 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.

Students in these categories can normally expect to receive £1,200 per year, paid into their own bank accounts, which they are expected to have opened. Payments will normally be made on a termly basis.

Universal Credit (UC) will gradually replace Income Support and the Employment and Support Allowance, which are both qualifying benefits for the vulnerable bursary. Students claiming a vulnerable bursary based on a UC award should inform the school as to which benefit it has replaced.

### **2. Discretionary Bursaries**

Eligibility may include low household income, receipt of benefits or similar hardship.

A case must be made for a bursary payment, submitting photocopies of evidence such as proof of Free School Meals entitlement from the Local Authority, or other forms of benefit entitlement, such as Tax Credits.

Payments may be regular, or one-off, and payment by BACS is preferred. Payments, where approved, normally go to the parents if the items of expenditure would be associated with them rather than the student, or in some cases will be done by internal transfer (e.g. where subsidy for school provision, such as trips, is involved). Some payments may go directly to the student, especially where indicated.

#### **Examples normally considered include:**

- Equipment including books, revision guides, stationery etc.;
- Exam remark/resit fees;
- UCAS application fee;
- DofE expedition costs and kit (but not the enrolment fee);
- Travel to and from school;
- Curriculum-based trips;
- Other non-compulsory trips (50% of the total cost of the trip up to a maximum of £300);
- School clothing (up to a maximum total of £250 per academic year);
- University open day visits.

**Further Conditions**

For both categories of bursary, there is an expectation that our Home-School Partnership Agreement will be adhered to in full, and for example absence (even through illness) may lead to the suspension, termination, or even retrieval of payments made.

**To apply for a bursary**

Students and parents/carers should complete the application form in the Sixth Form section of the School's website.

**Links to official Government guidance:**

<https://www.gov.uk/1619-bursary-fund> - provides a detailed overview of the general rules and principles underpinning the use of the fund.