

Harborne Academy

Financial Support for Students in 2019/2020 - Bursary Fund Application

What is the bursary fund?

This is a fund made available from the government through its funding body, Young People's Learning Agency (YPLA) for 16-18 year olds. It is designed to provide assistance to students whose access to, or completion of, education is inhibited by financial constraints or barriers. The new bursary fund has been put in place as a partial replacement for Education Maintenance Allowance (EMA).

Bursary funding falls into two categories:

Guaranteed Bursary – this is available to students who fall under one of the following vulnerable groups:

Young person in care – Each individual can claim for an additional bursary.

Young person in receipt of Employment Support Allowance

Disabled Young People in receipt of Employment Support Allowance who are also in receipt of Disability Living Allowance.

This bursary is funded directly from the government. If you think you are eligible for this, you need to speak to Mr Z Mahmood.

Discretionary Bursary

This bursary is available to all students who are facing financial difficulty and who are not in receipt of the Guaranteed Bursary.

Eligibility is restricted to:

- Students who are in receipt of free school meals or
 - Special circumstances which place you at a financial disadvantage.
- Students will be required to produce evidence to support their claim by providing household income statements (P60's), FSM statements, Tax Credit Award Notice, recent redundancy notices, long term illness or lone parent maintenance. Original documents will need to be handed in at the time of application, copies will be made and retained on file.

In order to be considered for the bursary students must meet the following criteria:

- Attendance must be 95% or above
- No unauthorised absences
- Punctual to lessons including registration
- Meeting all deadlines including homework and coursework
- Working towards targets in all subject areas
- Displaying a positive attitude to sixth form studies

The discretionary fund is for resources that will help students stay in education and help them achieve the best grades possible. Resources may include transport costs, school clothing and/or protective clothing where necessary, other educational costs.

Any application made by a student to help them remain in education will be considered on its own merits. Exceptional circumstances will be taken into account.

How to make an application:

All students must apply to be considered for a bursary fund.

In order to apply for consideration for the Bursary Fund, please see Mr Mahmood for an application form. Completed forms must be returned to the Finance office.

Students who are deemed most in need will be given priority.

Applications can be submitted throughout the year, but funds are limited and therefore we may not always be able to meet your request.

Notification: Once your application has been processed, you will be notified of the outcome. Bursary will be paid in two equal payments in January and April provided that the student has met the schools requirements for the fund.

Payments: Please note that payments in respect of the Bursary Fund will be paid directly into your bank account – You will be notified when a payment is made. Payment is not possible via any other means. It is important that students have their own bank accounts if applying for a bursary.

Appeals Procedure: Any appeals to the bursary awarded must be made in writing to the School Business Manager, Mrs Smyth, within 7 days of the notification.

All Applications must be kept on file with the Student files in the main office with a copy held of in the Finance office.