



## St Crispin's School

### 16-19 Bursary Fund 2012/13

#### Information for Parent/Guardian/Carer(s)

##### 1. What is the 16-19 Bursary Fund

The Education Maintenance Allowance (EMA) closed to new applicants on 1<sup>st</sup> January 2011. The EMA has been partially replaced by a limited 16-19 Bursary Fund and the School has been allocated a proportion of this for the purpose of supporting financially disadvantaged young people taking up or continuing in their education or training post-16

##### 2. What is it for?

The 16-19 Bursary is a limited fund made available for supporting eligible young people with the costs of transport, food, books, educational visits or other course materials or equipment essential to successfully completing their programme of study.

##### 3. Who is it for?

The 16-19 Bursary is targeted towards those young people considered most in need of financial support. The Government has identified a priority group of young people and have asked that Schools give priority to this group first and offer them a **Guaranteed Bursary**.

After this group has been considered, the School expect to have a small amount of funding available for other young people in need of financial support. The School has set **eligibility criteria** to ensure the remaining funds go to those who are seen to need it most. Any young person who meets these eligibility criteria can apply for a **Discretionary Bursary**.

##### 4. What are the eligibility criteria?

Young people can apply for a Bursary if they are aged 16, 17 or 18; meet the national residency requirements and at least one of the criteria listed below.

They can apply for a **Guaranteed Bursary** if they are:

- currently or have previously been looked after by the Local Authority, and/or;
- in receipt of Income Support in their own right, and/or;
- disabled and in receipt of both Employment Support Allowance *and* Disability Living Allowance.

They can apply for a **Discretionary Bursary** if either:

- your gross annual household income does not exceed **£16,190** and/or;
- they, or a brother/sister, qualifies for Free School Meals (FSM), and/or;
- you receive either an:
  - Income Based Jobseekers Allowance.
  - Income-related Employment and Support Allowance.
  - Guarantee element of State Pension Credit.

## 5. Can they still apply if they don't meet the eligibility criteria?

Yes, providing they meet the age and residency eligibility criteria. The School is keeping back some of the available 16-19 Bursary Fund for exceptional circumstances for one-off payments or additional support.

## 6. How and when do they apply?

To apply, they must complete the **16-19 Bursary Fund Application Form** and submit this to Mrs P Rankine with the correct **supporting evidence\*** by **19th October 2012**.

*They can apply for a Bursary at any point in the year but those applying before the date above will be given priority. Bursaries can only be made after this date if sufficient funds are available. The Bursary scheme will close when the funds allocated have been used.*

## 7. How much is the Bursary?

The **Guaranteed Bursary** is up to **£1,200** and the **Discretionary Bursary** is up to **£400**. The exact amount is dependent on individual circumstances and funds available.

## 8. Will the Bursary affect any benefits I may be receiving?

No, it will not affect any benefits or financial support you are receiving from elsewhere.

## 9. How and when does it get paid?

If your young person applies and is successful, they will need a **Bank Account** for the Bursary to be paid directly into. It will be paid in three instalments: **October 2012** (50%), **February 2013** (25%) and **April 2013** (25%) subject to them meeting attendance, punctuality and satisfactory behaviour conditions.

## 10. How do I find out more?

Mrs Rankine, Mr Matthews, Ms Beukes can all assist if you have specific questions or need help or assistance in supporting your young person to make an application.