



16-19 Bursary Fund 2021-22 Information for Parents/Carers/Guardians

What is the 16-19 Bursary Fund?

The Government has set aside some money for schools, colleges, training providers and local authorities to allocate to young people who need financial support to stay on in further education or training. This is called the 16-19 Bursary Fund.

What is it for?

It could help students with any education-related costs that may arise during the school year, including essentials like a meal during the day or transport to school. Alternatively, a student might need extra help to buy additional books or equipment for their course, or to pay for educational visits.

Who is it for?

The 16-19 Bursary is targeted towards those young people considered most in need of financial support.

What is the eligibility criteria?

A student must be aged 16 or over but under 19 at 31 August 2021 to be eligible for help from the bursary fund in the 2021 to 2022 academic year.

Students aged 19 or over are only eligible to receive a discretionary bursary if they are continuing on a study programme they began aged 16 to 18 (19+ continuers) or have an Education, Health and Care Plan (EHCP).

You could get a bursary to help with education-related costs if you are aged 16 to 19 and:

- Studying at a publicly funded school or college in England – not a university. A publicly funded school is one that does not charge you for attending it.
- On a training course, including unpaid work experience
- Meet the residency requirements

What a bursary is for:

A bursary is money that you, or your education or training provider, can use to pay for things like:

- Clothing, books and other equipment for your course (e.g., a scientific calculator for mathematics).
- Transport and lunch on days you study or train

There are two types of bursaries

Level One - Vulnerable Bursary - You could receive up to £1,200 if:

Level 1 - Young people in or recently left local authority care, Young people in receipt of Income Support or Universal Credit in their own right, Young people who are in receipt of Disability Living Allowance in their name and either Employment Support Allowance (ESA) or Universal Credit, Young people who get Personal

Independence Payment in their name and either ESA or Universal Credit. To apply for a Level 1 Bursary please provide a recent letter from the Department of Work and Pensions or your Local Authority confirming your status.

Level Two and Level Three - Discretionary Bursary

You can apply for a discretionary bursary if you are **not** eligible for a vulnerable bursary but you need financial help to stay on in a school, college or training provider. Elthorne Park High School provides two levels of discretionary bursary support

Level Two Discretionary Bursary

Students eligible and registered with Local Authority to receive free school meals. Your son/daughter is eligible for free school meals if you receive income support, income related employment and support allowance, job seekers allowance (income based), child tax credit or pension credit with child tax credit and have an annual income of less than £16,190 (and are not in receipt of working tax credit), you are assisted under Part VI of the Immigration and Asylum Act 1999 or Universal Credit-household income under £7,400 after 1/4/2018 after tax and not including any benefits you get. For a Level 2 Bursary, you will need to supply the Local Authority letter confirming eligibility for Free School Meals for the academic year 2021/22. For details of eligibility and an application form please contact the Local Authority where you live. No payments can be made until this letter is received.

Level Three - Discretionary Bursary

Learners facing financial hardship living in households with an annual income below £30,000. Evidence of income for all adults living in the household who contribute to

household costs is required. This may be from benefits, evidence of employment, unearned income and must include:

Income Support or Income-based Employment and Support Allowance – most recent benefit letter from HM Revenue & Customs detailing the amount of benefit received.

Universal Credit/Tax credits – Tax Credit Award notification from HM Revenue & Customs for the Tax Year April 6th 2020 – April 5th 2021 detailing the household income and your Tax Credit entitlement.

Salaries and wages – P60, month 12 or week 53 pay slip; and P9d or P11d if you have received benefits or payments in kind; and P45 if you had more than one employer in the tax year 2020-21.

Self-Employment Income – your SA302 form; or Tax Credit award notification for the correct tax year. Declaration of unearned income such as shares, investments, interest, rental from property.

Next Steps

Bursary funding requires students to have their own bank or Post Office account as funds are paid direct to them and will not be paid to a third party. Support will stop should a student cease to be in learning at the school. In such a case any monies paid in advance will need to be repaid or goods purchased returned to the school.

All students who believe they are eligible for a 16-19 Bursary should complete the application form and submit it to the school along with the supporting evidence. All completed applications and evidence should be handed to Mrs Kashap, Sixth Form Administrator. If you have any queries, please e-mail Mrs Kashap at jkashap@ephs.ealing.sch.uk.