



SIXTH FORM 16-19 BURSARY FUND POLICY 2024-25

To be eligible to receive a bursary; students must be aged under 19 on the 31st August in the academic year in which they start the programme of study and must satisfy the YPLA residency criteria. Applications must be returned to Mrs Stubbs with supporting evidence.

Once accepted for the bursary you will meet with a member of the Sixth Form team on a several occasions throughout the year reviewing your individual needs. The school will retain a contingency to cover the costs of bursaries throughout the academic year due to changes in the financial or domestic circumstances of individual students. ****See qualifying conditions overleaf.**

LEVEL	ELIGIBILITY	AMOUNT PAYABLE	METHOD OF PAYMENT
1	<ul style="list-style-type: none"> Student in local authority care Care Leavers <p>Young people in receipt of income support or universal credit. Disabled young people in receipt of disability living allowance in their name or personal independence payments and either Employment Support Allowance or Universal Credit.</p> <p>You must submit evidence in the form of a letter or email from the relevant local authority confirming care status.</p>	A maximum of £1200 per year dependent on individual needs	Payment to receipts
2	<p>Students with an identifiable financial need, whose household income is below £20,000 per year and have a permanent address more than 5miles from RWBA</p> <p>You must submit evidence by P60, or last 3 wage slips, tax credit notice, self-employed accounts or SA302, letter from DWP, Universal Credit online statement, to prove household income.</p> <p>Household income includes income for a single parent, both parents or single parent and partner.</p>	<p>Payments made dependent on individual needs. The amount will also depend on the number of students who apply for bursary</p>	<p>Students can apply for funds for specific educational purposes e.g. Transport costs, meals in school, books & equipment, educational trips, UCAS registration fee, university visits.</p> <p>Other items could be considered.</p> <p>Items will be purchased on your behalf. In exceptional circumstances payments will be made to the students' bank account. Receipts must the produced before payment will be made.</p>
3	<p>Students with an identifiable financial need, whose household income is between £20,000 – £25,500 per year and have a permanent address less than 5miles from RWBA</p> <p>You must submit evidence by P60, or last 3 wage slips, tax credit notice, self-employed accounts or SA302, letter from DWP, Universal Credit online statement, to prove household income.</p>	<p>Payments made are dependent on individual needs. The amount will also depend on the number of students who apply for the bursary</p>	<p>Students can apply for funds for specific educational purposes e.g. Transport costs, meals in school, books & equipment, educational trips, UCAS registration fee, university visits.</p> <p>Other items could be considered.</p> <p>Items will be purchased on your behalf. In exceptional circumstances payments will be made to the students' bank account. Receipts must be produced before payment will be made.</p>

Household income includes income for a single parent, both parents or single parent and partner.

Students with extenuating circumstances may also be considered for support from the Discretionary Bursary fund for one off purchases, or help with funding, if recognized as needed by the Sixth Form Pastoral Team. Eg for Safeguarding reasons.

IMPORTANT INFORMATION

QUALIFYING CONDITIONS FOR BURSARY STUDENTS

ONCE ELIGIBILITY HAS BEEN ESTABLISHED, THE STUDENT IS EXPECTED TO MEET THE FOLLOWING CONDITIONS IN ORDER TO QUALIFY FOR ITEMS/PAYMENTS WHICH ARE BASED ON THEIR INDIVIDUAL NEED:

THE GENERAL REQUIREMENT IS THE 'SATISFACTORY COMPLETION OF LEARNING GOALS' AND ATTENDANCE AT ILEARN AND ALL TIMETABLED SESSIONS INCLUDING ALL PUBLIC EXAMINATIONS, SPECIFICALLY

- ATTENDANCE MUST BE 80% OR ABOVE (ONLY EXTENUATING CIRCUMSTANCES WILL BE TAKEN INTO CONSIDERATION)
 - ALL PLANNED ABSENCE ,MUST BE COMMUNICATED IN A TIMELY MANNER.
 - ALL ABSENCES DUE TO ILLNESS MUST BE REPORTED TO THE RWBA ABSENCE LINE (abs@rwba.org.uk)
- ALL COURSEWORK AND/OR OTHER ASSESSMENT ACTIVITIES COMPLETED TO THE LEVEL REQUIRED FOR EACH COURSE
- ALL AGREED DEADLINES MET
 - ENGAGING WITH SUPPORT PROGRAMMES PUT IN PLACE TO ENSURE STUDENTS ACHIEVE THEIR POTENTIAL.
- ATTITUDE TO STUDY IDENTIFIED AS CONSISTENTLY POSITIVE BY TEACHERS AND TUTORS
- CONDUCT AND BEHAVIOUR CONSISTENTLY APPROPRIATE IN TERMS OF RWBA RULES AND THE EXPECTATIONS OF POST 16 STUDENTS

STUDENTS SHOULD BE AWARE THAT IF ANY OF THE ABOVE CONDITIONS ARE NOT MET, THEY MAY FORFEIT THEIR BURSARY ENTITLEMENT.

