



Brine Leas Sixth Form

An Academy

Believe, Learn, Succeed

To: Parent/Guardian of BL6 Students

August 2018

16-19 Bursary Scheme

Students who are in full-time 16-19 education from September 2018 are entitled to apply for funds under the '16-19 Bursary' scheme.

A Vulnerable Bursary is available to all young people who meet the general eligibility criteria as set out in this policy and who have been identified as being most in need, as set out in this policy.

The next level is a discretionary bursary for those families facing genuine financial difficulties. It is structured to support families who are in receipt of Free School Meals and those households whose income is below the levels required to receive working tax credits or other benefit payments. Due to limited funding and open application, the amount will vary year on year.

Each student or family who is approved for a bursary payment will also have to meet other criteria, stipulated by Brine Leas Sixth Form. These criteria will be shared clearly before a bursary is approved and are based on levels of attendance, academic progress, attitudes to learning, behaviour and attainment.

Payments will be made, following the initial qualifying period of six weeks, via the BACS system direct to the student's bank account, bi-monthly in arrears throughout the academic year, based on eligibility and successful completion of the qualifying criteria. There is no closing date for applications, but payments cannot be backdated beyond the month of application.

Further information can be found on the 16-19 bursary pages on the DirectGov website www.direct.gov.uk and on our own website www.brineleas.co.uk

Application forms, together with the required supporting evidence (please refer to details overleaf) should be completed and returned to Mrs Denise Court, in the BL6 Admin Office, by Friday 28th September 2018.

I would urge anyone who thinks that they may be eligible, to apply at the earliest opportunity.

Regards

Miss C Lewis
Head of Sixth Form

Head of Sixth Form:
Miss C Lewis

Headteacher:
Mr Andrew Cliffe

Audlem Road, Nantwich
Cheshire, CW5 7DY

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www.brineleas.co.uk/BL6



Brine Leas School is a charitable company limited by guarantee, registered in England and Wales (company number 7344747) at the above address

PRIORITY 1 - VULNERABLE BURSARY

A Vulnerable Bursary of £1,200 is available to all young people in vulnerable groups defined as: young people who are looked after (in care); young care leavers; unaccompanied asylum seeking young people; young people in receipt of income support (or Universal Credit) in their own name; and disabled young people in receipt of both Employment Support Allowance and Disability Living Allowance (or Personal Independence Payments).

PRIORITY 2 - DISCRETIONARY BURSARY

A Discretionary Bursary of up to £1,000 is available, subject to availability of funds, to all young people who are in receipt of Free School Meals.

PRIORITY 3 - DISCRETIONARY BURSARY

An additional Discretionary Bursary of up to £800 is available, subject to availability of funds, to all young people where:

- their gross annual household income, as assessed by HM Revenue & Customs, does not exceed £16,190 and
- where the young person's parent/guardian/carer(s) are in receipt of one of the following:-
- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999 – under no circumstances will any cash payments be made to an asylum seeker who is not an unaccompanied seeking child (UASC)
- The Vulnerable element of State Pension Credit
- Child Tax Credit
- Working Tax Credit
- Universal Credit (which will be phased in nationally, by the Government, by 2017)
- any young person identified as a Young Carer (a young person whose health, wellbeing, development or education may be impacted upon as a result of living with a parent or sibling with mental illness, physical disability, physical illness, entrenched substance misuse or learning disability), as acknowledged by Cheshire Young Carers.

PRIORITY 4 – ADDITIONAL DISCRETIONARY BURSARY

There may, at the School's discretion, be up to £400 available to families with a gross annual household income of between £16,190 and £22,000, subject to Priorities 1-3 being met by EFA allocation given for Discretionary Bursaries.

The BL6 16-19 Bursary Fund Policy is available on the Brine Leas website www.brineleas.co.uk

BRINE LEAS SIXTH FORM

APPLICATION FOR THE 16-19 BURSARY FUND

2018-2019

I wish to apply for a 16-19 Bursary from Brine Leas Sixth Form and enclose relevant supporting evidence to validate my application as detailed overleaf.

I understand that I must meet weekly punctuality and attendance requirements of 95% to ensure continued support and receipt of Bursary payments.

Name of Student : Signature of Student :

Name of Parent/Guardian : Date

Priority 1

Priority 2

Priority 3

Priority 4

If you have any queries regarding potential eligibility, please contact the BL6 Admin Office on 01270 621612 or via email admin@bl6.org.uk

BACS PAYMENT

Please provide details for payment to be made via the BACS system:

(all payments must be made into student's bank account)

Name of Bank _____ Account Name _____

Sort Code

Account Number

Student Email Address (for receipting purposes):

Please return completed form and appropriate supporting evidence, as outlined overleaf, to Mrs Denise Court, BL6 Admin Office, Brine Leas Sixth Form, Audlem Road, Nantwich, CW5 7DY

Please note, the deadline for receipt of applications is Friday 28th September 2018
(Applications received after this date will be considered but will not be backdated)

2018-2019

BL6 16-19 BURSARY FUND - EVIDENCE

STUDENT NAME:

All applications to access the 16-19 Bursary Fund must be submitted by Friday 28th September 2018; applications received after this date will be considered but will not be backdated.

Please indicate below the level you are applying for and return with the appropriate evidence, copies of which will be retained on file in accordance with the EFA guidelines and will be treated as confidential by Brine Leas Sixth Form.

Vulnerable Bursary (Priority 1) - acceptable supporting evidence will be either:

- For students in receipt of qualifying benefits, a letter from DWP which states the benefit the young person is entitled to (they must be entitled to the benefits in their own right). The evidence must confirm that the young person can be in further education or training as some young people in receipt of benefits are not allowed to participate.
- For students who are in care or a care leaver, written confirmation of their current or previously looked after status from the relevant local authority. This is the local authority which looks after them or provides their leaving care services. This could be a letter or an email, as long as it is clearly from the local authority.

Discretionary Bursary (Priority 2) - acceptable supporting evidence will be:

- Confirmation from the Local Authority of entitlement to Free School Meals (FSM)

Discretionary Bursary (Priority 3 and Priority 4) - acceptable supporting evidence must include (A) and (B) and (C) if applicable:

- A. P60 End of Year Certificate for all adults in the young person's household who contribute to household income. This certificate is a statement of earnings from an employer. It must be for the correct adult(s) and for the correct Tax Year (to 5 April 2018). The income will be shown as Total for year.
- B. Other Benefits, where relevant. Evidence of receipt of benefits will be requested in support of applications, i.e. Income Support, Income Based Job-Seekers Allowance, Income-related Employment and Support allowance, Guarantee element of State Pension Credit, Working Tax Credits (TC602) or Universal Credit (which will be phased in nationally, by the Government, by 2017), Child Maintenance payments and any other benefits.
- C. Self Assessment Tax Calculation (SA302). This is the equivalent of the P60 for self employed people. It must be for the correct adult(s) and for the correct Tax Year (to 5 April 2018). The income will be shown as Total for year.
- D. If a resident of Wales, Financial support received from the Welsh Education Maintenance Allowance.
- E. Annual investment statements of income gained from investments, including ISAS.

Please note, all evidence must correspond with the young person's place of residence.