



Brine Leas Sixth Form

An Academy

Believe, Learn, Succeed

To: Parent/Guardian of BL6 Students

June 2016

16-19 Bursary Scheme

Students who are in full-time 16-19 education from September 2016 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 and will be confirmed once all applications have been received.

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 either by cheque or 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 30th September 2016. However, if you are able to return all the required information before the end of this academic year, please do so.

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

Regards

Mrs S O'Neill
Director of Sixth Form

Director of Sixth Form:
Mrs Sarah O'Neill

Headteacher:
Mr Andrew Cliffe

Audlem Road, Nantwich
Cheshire, CW5 7DY

Tel. 01270 621612
Fax. 01270 610373
Email. admin@bl6.org.uk

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 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 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 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 funds 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

2016-2017

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

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

CHEQUE PAYMENT

Name for cheque payment _____
(all cheques must be payable to student)

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 and appropriate supporting evidence, as out-
overleaf, to Mrs Denise Court, BL6 Admin Of-
Brine Leas Sixth Form, Audlem Road, Nantwich, CW5 7DY**

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Please note, the deadline for receipt of applications is 30th September 2016

2016-2017

16-19 BURSARY FUND - EVIDENCE

STUDENT NAME:

All applications to access the 16-19 Bursary Fund must be submitted by 30th September 2016; 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 a: Statement from the Local Authority confirming the young person's current or previous looked after status; Recent Entitlement or Award Statement setting out the benefit to which the young person is entitled.

[] 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 will be either:

[] 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 2015). The income will be shown as Total for year.

[] 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 2015). The income will be shown as Total for year.

[] Other Benefits. 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 or Universal Credit (which will be phased in nationally, by the Government, by 2017).

[] Evidence of being a Young Carer as acknowledged by