

## Garth Hill College

### Statement on how we will administer and distribute the 16-19 Bursary Fund Scheme

The 16-19 Bursary Fund exists to help students continue with and complete their course where they would otherwise be prohibited from doing so on financial grounds. Effective from September 2011, this funding replaces both the Education Maintenance Allowance and the discretionary Learner Support Funding.

The Bursary is intended to help with the hardship needs of individual students. Its intent is to enable a learner to continue with his or her education and generally, awards will be used towards essential course related costs such as books, equipment, travel, field trips, visits and other costs associated with living and learning. Eligible students fall into one of the groups below:

<b>Group 1 (High Priority) Guaranteed Bursary (£1,200)</b>	<b>Group 2 (Low Priority) Discretionary Bursaries, subject to available funds once all £1200 bursaries have been paid</b>
Young people in care, care leavers, young people in receipt of Income Support and disabled young people in receipt of Employment Support Allowance who are also in receipt of Disability Living Allowance.	Awards to young people in ways that best fit the needs and circumstances of the students. Bursary awards should be targeted towards young people facing financial barriers to participation, such as the costs of transport, meals, books and equipment.

If you feel you fall into one of these groups, please complete the Assessment Form (included) and return with accompanying documentation to the Head of Sixth Form. All information received is treated in strictest confidence.

Eligible students in Group 1 above will receive £1,200 per year. Once we have allocated bursaries to these students, we will then distribute the balance of available funds to students who fall into the low priority group.

Eligible students in Group 2 will receive an amount of approximately £300 depending on the nature and number of applications that are made. We will retain any additional bursary monies received to assist those students who face unexpected hardship part way through the year.

In addition, and subject to the nature and number of applications, an individual laptop device may be available to eligible students from Groups 1 and 2.

Garth Hill College will decide how much each learner in Group 2 receives in a fair way taking the following criteria into consideration:

- *Students have provided the correct information requested on the application form with supporting documentation*
- *The total payments for all students cannot exceed the amount given to the school in the current financial year.*
- *Currently in receipt of Free School Meals and whose family income is below £16,190*
- *A sibling currently in receipt of Free School Meals and whose family income is below £16,190*
- *Students of families whose household income is less than £30,000.*

Garth Hill College will pay students on production of valid receipts or will purchase direct on their behalf. Payments are made on the following criteria:

- at least 95% attendance,
- achieving at least satisfactory grades on the latest report for effort, home learning, punctuality and organisation
- adherence to the Garth Hill College Code of Conduct