



The Sweyne Park Sixth Form

16-19 Bursary Policy

The Sweyne Park School is committed to using the EFA-awarded Bursary Fund to support students facing financial hardship in continuing their post-16 education. Sixth Form students may be eligible to apply for one of two different types of bursaries.

1. Vulnerable Bursary

Students may apply for a Vulnerable Bursary worth up to £1,200 per year, depending on their financial circumstances. It is available to those

- in or who have recently left local authority care
- on Income Support or Universal Credit in their own right
- on Employment and Support Allowance (ESA), and either Disability Living Allowance (DLA) or Personal Independence Payment (PIP) in their own right

2. Discretionary bursary

Students may apply for a Discretionary Bursary of up to £250 per year if they fulfil either of the two main criteria below. It may be available to those

- who have successfully claimed Free School Meals within the last four years
- whose combined household income does not exceed £20,000 per year

Additional discretionary funding may also be available for students affiliated with the RBHIP.

Applications

Students can collect an application form from Mrs Lawford in the Sixth Form Office. All applications will be reviewed by the Sweyne Park Finance Office. Final decisions rest with Mr Hodgkinson, the Headteacher.

Providing evidence

Applicants will be required to provide original copies of Local Authority letters and/or a Working Tax Credit annual statement letter from HMRC which clearly indicates household income.

Use of bursary funds

The funding allocated to students from either of the above streams is intended for use in offsetting costs directly linked to their education, such as transport to school, books and equipment, course-related costs and university visits.

Payment of funds

Payments will be made on a termly basis via BACS transfer. Funds can only be transferred into a bank account in the name of the student.

Terms and conditions

Students in receipt of any additional funding are required to maintain exemplary levels of attendance, punctuality and conduct.

Appeals

Students whose applications are rejected, or whose funding is withdrawn if they do not meet the conditions of the agreement, have the right to appeal in writing to the Governing Body.



The Sweyne Park Sixth Form 16-19 Bursary Application Form

Personal details

Name	
Address	
Date of birth	
Contact telephone number	

Please tick your eligibility

Vulnerable bursary	
Discretionary bursary	

Please read the following statements carefully.

1. I declare that the statements made on this form are true to the best of my knowledge. I undertake to supply any additional information that may be required to verify the details given. I also undertake to inform the school of any alteration to any of the details in writing.
2. I agree to repay the school in full and immediately any funding advanced to me if the information I have given is shown to be false or deliberately misleading.
3. I am aware that should my attendance, general conduct and/or punctuality drop below that which is expected, my grant payments can be significantly reduced or even withdrawn.
4. I am aware that the funding covers only this school year, that I must reapply next year, and that there is no guarantee that I will receive funding for future years even if I am eligible this year.

I have read and agree fully to the conditions outlined above, and attached evidence as required.

Student signature _____

Parent signature _____

Date _____

For office use only

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