

**Beaminster School and The Sir John Colfox Academy Joint Sixth Form  
16–19 Bursary Fund**

**(Information correct from January 2017 – subject to change based on Government Policy)**

If you wish to apply for a Bursary, please complete the application form and return it to school.

Mark the envelope clearly with “16-19 Bursary” or alternatively, email the form to:

[office@beaminster.dorset.sch.uk](mailto:office@beaminster.dorset.sch.uk) putting “16-19 Bursary” in the subject line

**The deadlines for applications during the academic year 2023-2024 are:**

**Friday 22<sup>nd</sup> September 2023**

**Friday 26<sup>th</sup> January 2024**

**Friday 10<sup>th</sup> May 2024.**

**Information and Conditions**

**Are you eligible?**

You must be under 19 on 31<sup>st</sup> August in the academic year you start your programme of study. There are 2 types of 16 to 19 bursaries:

- a vulnerable bursary of up to £1,200 a year for young people in one of the defined vulnerable groups
- discretionary bursaries that institutions award to meet individual needs. For example, for transport, meals, books and equipment

**Vulnerable bursary**

If you are in one of the groups below, you can apply for a vulnerable bursary:

- in care
- care leaver
- getting [Income Support](#) or [Universal Credit](#) in place of Income Support in your own name
- getting [Employment Support Allowance](#) (or Universal Credit in place of ESA) and Disability Living Allowance or [Personal Independence Payments](#) in your own name.

You could get up to £1,200 if you study full time for a minimum of 30 weeks. If your course is only for less than 30 weeks, you will get less.

If you don't have costs, for example you're a residential student who doesn't travel, and all your meals and equipment are provided, you could get less than £1,200 or nothing at all. If this is the case your institution must say why.

**Proof you're eligible for a vulnerable bursary**

Your institution will need proof you're eligible. This could be:

- a letter from your local authority showing you're in care or a care leaver
- a letter from the Department of Work and Pensions showing the benefits you get

**Benefits that qualify for a vulnerable bursary**

Benefits must be in your own name to get a vulnerable bursary.

If you don't get them in your name, you won't get a vulnerable bursary. Instead you may be able to apply for a discretionary bursary from your education institution.

**Young carer**

As a young carer you won't get a vulnerable bursary, unless you fall into one of the other defined vulnerable groups.

However, you can apply for help for a discretionary bursary from your education institution. Your institution should ensure the information you give them is used confidentially so you can talk to them about your caring responsibilities when you're applying for help.

### **Young parent**

If you're a young parent getting Income Support or Universal Credit in your own name you may get a vulnerable bursary. If you don't get a vulnerable bursary, you may be able to apply for a discretionary bursary from your education institution.

You might also get help with childcare costs through [Care to Learn](#).

### **Discretionary bursary**

Students who are in a household with an annual income below £29,000, or if you are in receipt of free school meals, or have been within the last three years, you are invited to apply for a discretionary bursary.

- If your application for a Bursary is successful an award will be made termly in arrears through the year, unless your request is for a single award to help with equipment costs. In some cases "in kind" payments may be more suitable (e.g. transport passes or equipment/books). The school reserves the right to offer these "in kind" payments. Books or equipment awarded as a discretionary bursary remain the property of the school and should be returned at the end of the course.
- Payments will be conditional on good attendance, including punctuality and a good approach to study:

All absences must be properly notified and authorised by calling into the school office on each day of an absence.

Known absences (e.g. medical appointments, University visits etc.) should be notified in advance.

Student should be punctual to registration and lessons with no 'lates' reported.

Holidays during term time and prolonged medical absences will not be paid as the bursary is awarded to support participation in education.

Behaviour and effort in lessons are also conditions of payment and negative feedback from teaching staff will result in bursary payments being declined.

- Books, reference materials and non-consumable equipment purchased by the school will be the property of the school and must be returned to the school at the end of the course.
- Support is subject to funds being available at the time your application is received and assessed. This is a limited fund and once exhausted no further funding will be available. You should, therefore, be aware that a financial reimbursement for your expenditure is not guaranteed.
- The level of payment may be different each term.
- All awards made are subject to the school receiving sufficient funds from the government.
- A previous bursary awarded may be taken into consideration.