

# Jack Tizard School

## 16-19 Bursary Fund



<b>Approved by:</b>	Finance & Resource Committee	<b>Date:</b>	3 May 2019
<b>Last reviewed on:</b>	n/a		
<b>Next review due:</b>	September 2020		
<b>Review Frequency</b>	Two Yearly		

## **Mission Statement**

Jack Tizard is a positive, happy community, which provides a life enhancing education, supporting each pupil to achieve their greatest potential, always.

## **Introduction**

This policy is written in line with the guidance produced by the Education and skills Funding Agency (EFSA), published 14 March 2018 and updated 29 June 2018.

Jack Tizard School is committed to supporting young people in continuing their Post 16 education and preparing them for adulthood. Each young person within our school is treated as a unique individual and our multi-disciplinary approach to learning, provides the opportunity for them to reach their full potential. Pupils at Jack Tizard School have a range of Severe Learning Difficulties (SLD), including Profound and Multiple Learning Difficulties (PMLD).

## **Aims**

It is the aim of the school to support the most vulnerable young people to participate fully in their education. Where appropriate the school is committed to ensuring that eligible students benefit from the 16-19 Vulnerable Bursary Grant awarded by the Education and Skills Funding Agency (EFSA). The aim of the grant is to provide financial support to help students overcome specific barriers to participation. This grant is available for vulnerable young people and eligibility is specified by the EFSA. There are two elements to the bursary and students can apply for either the Vulnerable Bursary, the Discretionary Bursary or both depending on their eligibility.

## **Vulnerable Bursary**

### **Criteria and Eligibility**

Students from the following vulnerable groups:

- Young people (aged 16-19) in Care or Care Leavers
- Young people (aged 16-19) receiving Income Support (IS), or Universal Credit (UC) in their own right
- Young people(aged 16-19) receiving both Disability Living Allowance (DLA) or Personal Independence Payments (PIP) in their own right as well as Employment and Support Allowance or Universal Credit in their own right

Please note, if a young person claims Employment Support Allowance or Universal Credit in their own right their parents/carers will not be able to claim Child Benefit.

To be eligible to receive a bursary in any particular academic year a student must be aged 16 or over but under 19 as at 31 August.

### **Definition of 'In Care' and 'Care Leavers'**

**In Care:** The bursary definition of 'in care' is:

- 'Children looked after by a local authority on a voluntary basis (section 20 of the Children Act 1989) or under a care order (section 31 of the Children Act 1989) - Section 22 of the Children Act 1989 defines the term 'looked after child'.'

- A young person placed with a foster carer by the local authority is classed as 'looked after' and are in a defined vulnerable group ('In Care') and are eligible to apply for the bursary.

**Care Leaver:** The bursary definition of 'care leaver' is:

- a young person aged 16 and 17 who was previously looked after for a period of 13 weeks consecutively (or periods amounting to 13 weeks), which began after the age of 14 and ended after the age of 16; or
- a young person aged 18 or above who was looked after prior to becoming 18 for a period of 13 weeks consecutively (or periods of 13 weeks), which began after the age of 14 and ended after the age of 16

### **How will the Vulnerable Bursary Grant be Distributed?**

The funding is up to £1,200 per academic year for eligible students. It is intended to support the continued education of the student and to attempt to reduce barriers to learning. The school retains an element of the funding to enable full access to the Post 16 curriculum. This may include where applicable:

- Visits and trips
- Accessing the local community
- Independent travel training and support
- Independent living skills
- Administration costs (maximum 5%)
- Curriculum resources and specialist equipment
- College link courses
- Access to fully supported work experience
- Student fund which covers snacks, drinks, birthday celebrations, end of year prom

The retained amount will be £750 per student and will be used for school activities which will directly benefit the young person. The remaining £450 will be paid to the student in three termly payments of £150 at the end of each term.

### **Discretionary Bursary**

In addition to the Vulnerable Bursary, eligible students can also access the Discretionary Bursary Fund to help them to overcome individual barriers to participation

### **Criteria and Eligibility**

Young people aged 16-19 from the following groups:

- Have been in receipt of free school meals / pupil premium
- Are considered particularly vulnerable by the Headteacher, Deputy Headteacher or Family Link Worker

Funding will be allocated to the school by the Local Authority and will be shared equally between the number of eligible students.

### **How to apply**

Complete the 16-19 Vulnerable / Discretionary Bursary Application Form attached and return it to the School Business Manager together with evidence of eligibility (full details are shown on the

form). The application will be considered and decisions will be made by the Headteacher or Deputy Headteacher, in accordance with the guidance issued by the EFSA. It is important that the correct supporting evidence is provided.

All information supplied will be treated in the strictest confidence and any original documentation will be returned once the application has been verified.

If you have any questions or require additional support with your application our School Business Manager or Family Link Worker will be able to assist you.

SIGNED:

DATE

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Chair of Governors

SIGNED:

DATE

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Headteacher



## Jack Tizard School 16 – 19 Bursary Fund Application 2018/19

Please read the Jack Tizard School 16-19 Bursary Fund Policy before completing this form. Form to be returned Jo Grenfell, School Business Manager by Monday 17<sup>th</sup> June 2019.

Student Details	
Surname:	
Forename:	
Address:	
Postcode:	
Date of Birth:	

Parent / Carer Details	
Surname:	
Forename:	
Contact Telephone Number:	
Email Address:	

Bursary Criteria
<ul style="list-style-type: none"><li>• Young person must be aged 16, 17 or 18 on 31 August 2018 and meet the ESFAs residency criteria</li><li>• Young person must fall into one of the categories shown below and produce the required evidence</li></ul>

**Vulnerable Bursary:**

Vulnerable Bursary Criteria		Evidence Required
In Care	Yes <input type="checkbox"/> No <input type="checkbox"/>	confirmation from Local Authority
Care Leaver	Yes <input type="checkbox"/> No <input type="checkbox"/>	confirmation from Local Authority
In receipt of Income Support or Universal Credit in their own right	Yes <input type="checkbox"/> No <input type="checkbox"/>	Income Support or Universal Credit Statement Letter
In receipt of Disability Living Allowance or Personal Independence Payments <b>AND</b> Employment Support Allowance or Universal Credit in their own right	Yes <input type="checkbox"/> No <input type="checkbox"/>	Financial statement letter showing both DLA/PIP and ES/UC)

**Discretionary Bursary:**

Discretionary Bursary Criteria		Evidence Required
Have been in receipt of free school meals / pupil premium	Yes <input type="checkbox"/> No <input type="checkbox"/>	Not required
Are considered particularly vulnerable by the Headteacher, Deputy Headteacher or Family Link Worker	Yes <input type="checkbox"/> No <input type="checkbox"/>	Not required

Payment will be made via a cheque payable to the student or parent / carer. Please confirm details:

<b>Cheque Payable to:</b>	
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Receipt of bursary funding does not affect receipt of other means-tested benefits paid to families, such as Income Support, Jobseeker’s allowance, Child Benefit, Working Tax Credit and Housing Benefit.

However, if a student is in receipt of Disability Living Allowance or Personal Independence Payments and Employment Support Allowance or in receipt of Universal Credit, parents can no longer received certain household / family benefits for that child, such as child benefit.

**I confirm that the information and evidence provided is correct and complete to the best of my knowledge and belief:**

**Signed:** ..... **(Parent / Carer) Date:** .....

**Name:** .....