



Camborne Science & International Academy

16–19 Bursary Fund School Policy

The Government announced a new bursary scheme to help the most vulnerable 16-19 year olds in full time education.

1. The 16-19 Bursary fund has two elements:

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 will be eligible to receive a bursary of £1200 a year.

Camborne Science & International Academy (CSIA) may then use their discretion to make awards to young people in ways that best fit the needs and circumstances of their students. Bursary awards are targeted towards young people facing barriers to participation, such as the costs of transport to school, meals, books and equipment.

CSIA is free to determine the scale of discretionary bursaries and the frequency of payments for all awards. Awards to students undertaking courses lasting less than 30 weeks should be made on a pro-rata basis. Receipt of a bursary should be conditional on the student meeting agreed standards set by the academy, for example, relating to attendance and/or standards of behaviour.

2. Eligibility

To be eligible to receive a bursary the student must be aged under 19 on the 31st August in the academic year in which they start their programme of study. Where a student turns 19 during their programme of study, they can continue to be supported to the end of the academic year or to the end of the programme of study, whichever is the sooner.

3. Assessment Procedure

With the exception of the bursaries paid to vulnerable students as defined above, CSIA is free to determine which students are eligible and how much they should receive. CSIA should manage the number and size of discretionary awards to keep within its funding budget.

CSIA should assess the student's actual need for financial assistance before determining whether to award a bursary. This is done by taking into account the household income as evidenced by receipt of benefits and/or P60, Tax Credit Award Letter or evidence of self-employment income. In general, a total household income of less than £28,000 per annum will be eligible for an award. Students currently or previously in receipt of free school meals are not automatically entitled to receive a bursary, but this may be taken into account.

In making decisions about the award of bursaries CSIA should take account of the fact that a student's financial circumstances may change during a programme of study, leading him, or her, to drop out of learning. Retaining a reserve to meet emerging costs will enable CSIA to react to such circumstances. CSIA may also take account of any improvement in a student's circumstances.

Bursaries should be used to help students pay for the costs related to participation eg. meals while attending their course, transport, books, equipment and other course related costs. The use of the 16-19 Bursary Fund to help meet transport costs, does not replace the statutory duty on local authorities to make arrangements to facilitate the participation in education of sixth form students.

Bursaries to help meet transport costs should be targeted to individual students, where those costs have been identified as a real barrier to that student's participation.

4. Payment of Awards

It is CSIA Policy to pay the awarded bursary to the student by BACS transfer into their own bank account but other exceptional payments may be considered. The payment will be profiled to reflect the expenditure demands and to meet the conditions as described in Section 2.

Bus passes will be issued to all students attending CSIA Vith Form if they meet the requirements of the Transport Policy ie more than 25 mins walk to school test.

5. Equalities Legislation

In determining arrangements for payment of the 16-19 Bursary Fund CSIA is subject to equalities legislation, which means that we must not discriminate against students on the basis of their protected characteristics. We are also subject to the public sector duty in section 149(1) of the Equality Act 2010. An Equality Impact Assessment has been carried out in respect of this Policy.

6. Appeals

After applying for discretionary award but receiving a decision that not successful in receiving an award, the applicant can appeal this decision. The appeals procedure is as per the standard CSIA appeals policy and will be decided upon by the Appeals Sub-committee of the Governing body.