



Sheldon School Sixth Form 16-19 Bursary Fund Guidance 2023-24

The 16-19 Bursary Fund is available to help support students from lower income backgrounds with their post-16 education. There are 3 levels of support:

- **Level 1** - students who are in care; care leavers; receiving Income Support, Universal Credit, Disability Living Allowance, Personal Independent Payments or Employment and Support Allowance **in their own right**
- **Level 2** – students who live in a household with income below £18,000 and/or are in receipt of free school meals
- **Level 3** – students who live in a household with income between £18,001 and £28,000

Successful applicants will receive an initial payment in order to equip themselves for essentials at the start of the year. Each successful applicant will then have a 1-2-1 with their tutor or a member of the Sixth Form team to identify the specific support they require in order to reduce ‘barriers to learning’.

Students must maintain good attendance (usually above 90%) and must meet the behaviour and conduct expectations outlined in the Sixth Form contract in order to receive the Bursary.

Examples of things the bursary can be spent on	Things that the government prohibit the use of bursary money for
<ul style="list-style-type: none"> • Travel costs • Text books • Revision guides • Stationery, folders etc • Online educational subscriptions • Subject specific equipment or specialist clothing • Subsidising essential school trips • Subsidising university / apprenticeship etc open days • Emergency support for food 	<ul style="list-style-type: none"> • Learning support - services that institutions give to students - for example, counselling, mentoring or extra tutoring • Extra-curricular activities where these are not essential to the students’ study programme • General household expenses



The amount each student will receive will depend on the number of applicants and each individuals' circumstances. Most items will be purchased via the finance office but where this is not possible receipts will need to be made available.

The level of support for subsidising trips / visits will depend on the funds available when an application is made. As a guideline we aim to provide at least 40% towards essential trips and university visits but this may vary depending on numbers applying (mileage for visits is paid at 40p per mile).

If you would like to apply for support from the fund, please complete the attached application form as soon as possible and attach up to date proof of income, details of Universal Credit etc. Ideally this will include:

- Your most recent P60 **and/or**
- 3 most recent pay slips **and**
- 3 most recent Universal /Tax Credit statements

If your household income is just above the threshold but you still require support please get in touch.

Applications should be made as early in September as possible but we understand circumstances change so applications are welcomed at any point during the year.

All applications are confidential.

If you would like to know more, please contact the Sixth Form Office on 01249 766020 ext 202