



## JMF6-Abingdon 16-19 Bursary Fund Policy 2024-25

The JMF6-Abingdon 16-19 Bursary Fund is designed to help and support students who face the greatest financial barriers to participation in education and training, such as costs of transport, food or equipment.

**The scheme is divided into two parts;**

### 1. 16-19 Guaranteed Bursary

Bursaries of **up to £1200** a year, paid termly, will be awarded to, (as far as funds allow);

- Young people aged 16 and 17 in care
- Care leavers aged 16, 17 and 18
- Young people aged 16, 17 and 18 who are in receipt of Income Support or Universal Credit, for example, young people who are living independently of their parents, those whose parents have died and teenage parents
- Disabled young people in receipt of Employment Support Allowance or Personal Independence Payment and who are also in receipt of Disability Living Allowance or Universal Credit

### 2. Discretionary Bursary

A bursary worth **up to £300** per year, amount dependent upon individual circumstances, is available to JMF6 –Abingdon students who are eligible for Free School Meals (FSM) or are experiencing significant financial hardship. JMF6-Abingdon recognises that not all young people who are eligible for FSM take up their entitlement, therefore the criterion for discretionary bursaries are one of:

- FSM take-up in Year 11
- FSM entitlement (not necessarily taken-up) in Year 11
- Evidence of significant financial hardship

### Eligibility and Conditions

- Whilst it is recognised that students may face financial pressures, funding is not a right and JMF6-Abingdon has a duty to make sure that funds are awarded fairly and to those most in need.
- All JMF6-Abingdon students and parent/carers should have read the JMF6 Student Standards document. If a student in receipt of a 16-19 bursary does not fulfil any of their obligations noted in the document, particularly those relating to attendance, behaviour and academic performance, JMF6-Abingdon reserves the right to withhold part or all of their bursary
- All 16-19 Bursaries reimbursements will be paid directly into the student's bank account on receipt of expenses incurred.
- Eligible students must be under 19 on 31 August 2024 and enrolled on a full-time course.
- Applications for financial help are valid for one academic year only. Students returning to JMF6-Abingdon in September 2025 who still need financial assistance will need to make a new application.

Evidence appropriate for assessment of significant financial hardship:

- At least one of the following from the person(s) responsible for household bills

<b>Type of Income</b>	<b>Evidence Required (photocopy or scan accepted)</b>
Universal Credit	Entitlement/award letter – dated within the last 3 months
Income Support	Entitlement/award letter – dated within the last 3 months
Income-related Employment and Support Allowance	Entitlement/award letter – dated within the last 3 months
Annual Salary	Latest P60 or 3 months of latest payslips
Self-Employed	Copy of Self-Assessment tax return 2023-24

- For further information about the 16-19 bursary please click on the link:

<https://www.gov.uk/1619-bursary-fund>

For discretionary bursaries we recognise that many families are struggling with the increased cost living whilst still not being eligible for any Government support. We have limited funds available for students, but we do encourage families to apply via the bursary form for specific needs – this can include subject-specific trips; chromebook loans, Visual Arts supplies, bus travel etc.

The initial deadline for bursary applications will be Friday 13<sup>th</sup> September 2024. Eligible students will be notified of their allocation by the 20<sup>th</sup> September. Late applications will be considered on a case-by case basis.

# JMF6-Abingdon 16-19 Bursary Application Form 2023-24

## SECTION 1 – Student Details

<b>First Names:</b>	<b>Surname:</b>
<b>Date of Birth:</b>	<b>Home Telephone No:</b>
<b>Email:</b>	<b>Mobile No:</b>

## SECTION 2 – Are you applying for:

- Guaranteed Bursary – please complete section 3, 5, and 6
- Discretionary Bursary – please complete section 4, 5, and 6

## SECTION 3 – Guaranteed 16 – 19 Bursary (up to £1200pa)

The student who is applying for the award should tick the box that applies to them (please attach a copy of your most recent entitlement/award letter)

- I am living in care
- I am a care leaver
- I am in receipt of Income Support or Universal Credit
- I am in receipt of Disability Living Allowance or Personal Independence Payment, plus Employment Support Allowance or Universal Credit

## SECTION 4 – Discretionary 16-19 Bursary (up to £300pa)

- FSM take up in Year 11
- FSM entitlement (not necessarily taken up) in Year 11 and Year 12
- I am supplying evidence of significant financial hardship (please see Bursary Fund Policy page 2 for suitable evidence - cases will be considered on an individual basis by the JMF6 Director)

**SECTION 5 – Student Bank Account Details**

You should check that your account can accept BACS Direct Credits.

<b>Bank Name:</b>
<b>Branch Address:</b>
<b>Name of Account Holder:</b>
<b>Sort Code:</b>
<b>Account Number:</b>
<b>Roll Number (Building Society accounts only):</b>

**SECTION 6 – Student Needs. Please identify any items that would help the student be successful in JMF6**

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**SECTION 7 – Declaration**

1. I declare that the statements made on this form are true and to the best of my knowledge are correct in every respect. I undertake to supply any additional information that may be required to verify the particulars given. I understand that if I refuse to provide information relevant to my claim the application will not be accepted. I also undertake to inform the school of any alteration to any of the particulars in writing. I agree to repay the school in full and immediately any sums advanced to me if the information I have given is shown to be false or deliberately misleading.
2. I am aware that the funding only covers the current academic year and that I must re-apply next year; there is no guarantee that I will receive funding for future years even if I am eligible for the current year.

**Signed (Student):**

**Date:**

**Signed (Parent or Guardian):**

**Date:**

Please return this form to John Mason School JMF6-Abingdon Administrator in an envelope clearly marked: **John Mason School 16-19 Bursary Fund, or email to [jcooke@johnmason.school](mailto:jcooke@johnmason.school)**

***For School use:***

***Date Received:***

***Bursary Approved: Yes or No***

***Guaranteed Bursary or Discretionary Bursary***

***Authorised By:***

***Date:***

***First payment made – date:***

***Additional Notes:***