

Brook Learning Trust Sixth Form 16-19 Bursary Fund Application 2017-18

Prior to completing this form please read the guidance at the back of this document.

Application Details:

I am applying to the Hayesbrook School/High Weald Academy/The Ebbsfleet Academy*
Bursary Fund under
Priority 1 / Priority 2 / Priority 3*

I would like to use my Bursary Fund award as a part payment towards a Kent 16+ Travel Card.
Yes / No*

*please circle one

Student Details

Surname:	
First Names:	
Date of Birth	
Address	
Post Code	
e-mail address	
Home Phone	
Mobile Phone	
Academy name	

Bank or Building Society Details

To receive payments, you (the student) must have a bank account in your own name. If you do not have a bank account, you need to open one before completing this form.

Name of Account Holder	
Name of Bank	
Branch	
Sort Code	
Account Number	

Declaration

I confirm that the details are true and accurate.

Signature of student		Date	
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Proof of Eligibility

Priority 1 Group:

Please enclose proof of your status in one of the following categories:

- | | |
|--|---|
| You are living in care | tick
<input type="checkbox"/> |
| You have recently left care | <input type="checkbox"/> |
| You are receiving income support | <input type="checkbox"/> |
| You are disabled and receiving both Employment Support Allowance and Disability Living Allowance | <input type="checkbox"/> |

Priority 2 Group

Students eligible for Free School Meals or who have been eligible in the past 6 years

Priority 3 Group:

Please provide proof of earnings for each adult in the household (e.g. copy of P60)

Please return completed forms to:

Mrs J James
Finance Manager
Brook Learning Trust
The High Weald Academy
Angley Road
Cranbrook
Kent
TN17 2PJ

Authorised by:

BROOK LEARNING TRUST SIXTH FORM

16-19 Bursary Fund Guidance

What is the 16-19 Bursary Fund

The fund is made available from the government through its funding body - the Education Funding Agency (EFA) for 16-18 year olds - to provide assistance to students whose access to, or completion of, education is inhibited by financial constraints or barriers. The funding is intended to help students to meet the cost of travel, books and equipment or other expenses.

Who is eligible to apply for 16-19 Bursary Funding?

Students following government funded full time or part-time courses, who are aged at least 16 and under 19 years of age on 31/08/17, who satisfy one or more of the following criteria:-

- Students who are in care, are leaving care, are in direct receipt of Income Support or are disabled and in receipt of both Employment Support Allowance and Disability Living Allowance
- Students who are economically or socially disadvantaged and at risk of not taking up or continuing in their education. This group includes students with physical or other disabilities, medical conditions and/or learning difficulties.
- Students who have been in care, on probation, are young parents or are otherwise considered at risk.
- Asylum seekers
- Refugees (who will have access to 16-19 Bursary Funding if they are in receipt of supportive evidence from DWP).
- Lone parents

Who is not eligible for 16-19 Bursary Funding?

- Students under 16 years of age or over 19 years of age on 31/08/17.
- Students who do not meet the residency qualifications

How does the Academy assess applications and allocate 16-19 Bursary funding?

The 16-19 Bursary Fund is a limited fund and the Academy will prioritise allocation. There will be 3 priority groups.

Priority 1 Group

Students aged between 16 and 18 on 31/08/17 and who fall into one of the following categories:

- Are currently in care (as defined by social services)
- Are leaving or have recently left care
- Are in receipt of Income Support in their own name.
- Are disabled and in receipt of both Employment Support Allowance and Disability Living Allowance

Eligible students will be guaranteed a cash bursary of £1200 per year

Payments will be made into the student's bank account on a termly basis (i.e. 6 times per year)

Priority 2 Group

Students eligible for free school meals or who have been eligible in the previous 6 years may apply for a cash bursary. In determining the amount awarded, the academy may take into account the number of applications received and the funding available.

Payments will be made into the student's bank account on a termly basis (i.e. 6 times per year)

Priority 3 Group

A small amount of money will be retained by the academy for students who might not be eligible under the first two priorities. This fund will be spent on students from low income families, at the academy's discretion, and subject to availability after Priority 1 and 2 bursaries have been awarded. Awards may take the form of a small cash bursary or a contribution towards books, equipment, travel, visits, etc. Proof of household income may be required.

Timing of payments will be at the academy's discretion

If my application is successful, will I continue to receive payments until the end of the academic year?

Provided that you continue to meet the minimum attendance rate of 90%, and that there are no serious behaviour issues, payments will continue for the full six terms. If you leave the course part way through the year, payments will cease.