**The 16 - 19 Bursary Fund**

**1. What is the 16-19 Bursary Fund?**

The Government has set aside some money for schools, colleges, training providers and local authorities to allocate to young people who need financial support to stay on in further education or training. This is called the 16-19 Bursary Fund. It could help you with any education-related costs that may arise during the school year, including essentials like a meal during the day or transport to the Academy. Or you might need extra help to buy additional books, clothing or equipment for your course, or pay for educational visits.

**2. Who can apply?**

To apply for a bursary, you must be aged between 16 and 19 and in full-time education.

**3. How much will I get?**

There are two types of bursaries:

Vulnerable bursary – you could receive up to £1,200 if you:

* are in local authority care or you have recently left local authority care; or
* receive Income Support in your own name; or
* are disabled and receive both Employment Support Allowance and Disability Living Allowance in your own name.

Discretionary bursary – You can apply for a discretionary bursary if you aren’t eligible for a vulnerable bursary but you need financial help to stay on in a school, college or training provider. The Academy will decide who receives a discretionary bursary, how much they get, and what it can be used for.

**4. How do I apply?**

To apply for a bursary you must apply to the Academy. Application forms are available from the Post 16 office.

**5. When should I apply?**

You should make an application as soon as you have decided where you are going to study. You can apply at any time, not just at the beginning of your course, but the sooner you apply, the sooner you will start to receive support.

**6. How will my bursary be paid?**

It might be paid into your bank account, in lump sums or in instalments during your course. It might also be paid to you ‘in kind’, which means that instead of receiving money, you could get a public transport travel pass, free meals or course equipment. Or you might receive part of your bursary in money and part of it ‘in kind’.

**7. I don’t have a bank account - does this mean I can’t get a bursary?**

If you are eligible for a regular payment bursary you will need a bank account for it to be paid into.

**8. Can the Academy tell me what to spend my bursary on?**

Yes, your bursary is to help pay for things you really need to stay on at the Academy. They can insist that your bursary is spent on travel costs, meals during the day, or equipment for your course.

**9. Can the Academy stop my payments if I don’t attend or if I misbehave?**

Yes, the Academy will set conditions on your bursary - these are rules that you will need to stick to, such as attending classes regularly or behaving well. If you don’t stick to these conditions the Academy can stop your payments.

**10. If I can’t attend because of illness or an authorised absence will I still receive my bursary?**

If you are ill or have been allowed an authorised absence the Academy will let you know whether this will affect your bursary payments.

**11. I got a bursary last year - do I need to apply again this year?**

Yes

**12. Will everyone know that I am getting a bursary?**

We will make sure that you are not singled out in any way and that your application is handled confidentially. If you are worried, speak to Ms Olson before making an application.