

BURSARY FUNDING STATEMENT

1 INTRODUCTION

- 1.1 This policy statement sets out how the 16-19 Bursary Fund at the North Bristol Post 16 Centre will be operated to help support those young people who face the greatest barriers to continuing in education after 16.
- 1.2 The Centre will actively promote awareness of bursaries, including criteria for eligibility and arrangements for applications, as part of its commitment to ensure young people are able to participate in learning and enjoy Centre life to the fullest.

2 DISTRIBUTING BURSARIES

- 2.1 Only learners aged under 19 on 31st August in the academic year in which he/she starts the programme of study funded by the YPLA, will be eligible to access bursary funding.
- 2.2 Eligibility and the level of award are dependent upon the learner's personal circumstances and/or level of household income.
- 2.3 The budget funding for bursaries is limited; learners who are eligible for support are not automatically entitled to discretionary bursaries.
- 2.4 Learners are encouraged to access other forms of financial support where appropriate, eg income support. This will be considered when their applications for bursaries are accessed.
- 2.5 Bursaries will be used to help young people pay for the costs related to participation whilst attending their course, for example transport, books and equipment and other course-related costs.
- 2.6 The payment of awards will be dependent upon satisfactory behaviour, attitude and attendance. Whole or part payment may be withheld if standards in this regard are not met.

3 DETERMINING PRIORITY GROUPS

- 3.1 The Centre will consider guidance from the funding body about priority groups and identify groups who are likely to be most at risk of leading her or him to drop out of learning.
- 3.2 Children in care, care leavers and students in receipt of income support are currently guaranteed a non-discretionary bursary.
- 3.3 Learners who are at risk of not participating in learning because of financial hardship.

4 HANDLING APPLICATIONS

- Information and application forms will be sent to new applicants prior to enrolment
- Applications must be supported by evidence of circumstances
- Parents and students are encouraged to make early applications but they can apply for a bursary at any time during the Centre year
- If a student feels aggrieved about how their application for a bursary was handled, they should follow the Centre's Complaints Procedure

5 EQUALITY & DIVERSITY

5.1 Arrangements will not discriminate against students on the basis of any protected characteristics as set out in equalities legislation.

Agreed by Staff	Agreed by Pupils	Agreed by Governors	Review Schedule	Date Reviewed	Date Reviewed	Date Reviewed	Date Reviewed
N/A	N/A	29 SEP 2011	ANNUALLY	27 FEB 2014	17 NOV 2015		
Date Reviewed	Date Reviewed	Date Reviewed	Date Reviewed	Date Reviewed	Date Reviewed	Date Reviewed	Date Reviewed