

Morecambe Bay Sixth Form

16-19 BURSARY FUND 2023-24



The 16-19 Bursary Fund is a scheme to help young people facing financial hardship to stay in full time education. It replaces the Education Maintenance Allowance (EMA) Scheme. More information can be found on the link: www.gov.uk/1619-bursary-fund.

For eligible students the fund can help towards the cost of essential course related costs such as travel to school, equipment, books, essential trips, school clothing and attending university/job interviews. It applies to expenses during the current academic year.

The scheme guarantees bursary payments for 2023-24 to two priority groups of students (Level 1 and level 2). In the event of funding remaining within the school's Bursary Fund allocation once all level 1 and level 2 awards have been made, awards will be made to students of families in receipt of tax credits with a household income of up to £24,000 (Level 3).

Vulnerable Bursary Fund Awards

Level 1 - The scheme guarantees bursary payments to certain groups of students deemed most in need of financial support. £1,200 per annum will be paid in instalments to eligible sixth form students aged under 19 on 31st August 2023 who meet one of the following criteria:

- Young people who are in or have recently left local authority care
- Young people living independently and claiming Income Support or Universal Credit
- Students who are in receipt of the Disability Living Allowance (DLA) in your name and either Employment and Support Allowance (ESA) or Universal Credit
- Young people who receive Personal Independence Payment (PIP) in their own name and either ESA or Universal Credit

NB: Students receiving the guaranteed Annual Bursary of £1,200 will not be eligible to apply for the additional discretionary bursaries.

Discretionary Bursary Fund Awards (Priority 2 & 3)

The school makes discretionary bursary awards to students most in need of financial assistance to enable them to remain in full time education. Receipt of a Bursary will be conditional on the student meeting agreed targets set by the school including good levels of attendance, effort and behaviour.

Level 2 - In allocating the discretionary bursaries, priority will be given to students in receipt of free school meals. These students will be eligible to receive a level 2 Annual Bursary award of up to £900 for 2023-24 – payable in advance each term.).

Level 3 - Awards of up to £500 (annual award) will be made to students of families in receipt of tax credits with a household income of up to £24,000 – payable in advance each term. This priority may be reviewed in November if there is still funding available



Morecambe Bay
Academy

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Decisions on payments – conditional targets for receipt of Bursary payments

The criteria which students must meet in order to receive Bursary payments are:

1. *You satisfy EFA residency and punctuality criteria*
2. *You maintain at least 95% attendance and punctuality at school and all lessons*
3. *Adhere to all terms of the Expectations for Sixth Form*

The Bursaries Panel will make the final decision on payments relating to these criteria. Any further queries should be formally addressed to the Bursary Panel.

Application Process

If you wish to apply for support from the 16-19 Bursary Fund you should:

- check that you meet the financial eligibility criteria detailed above
- complete the application form, answering all questions in full
- attaching relevant evidence as necessary to avoid delay when processing your application.
- ensure you have a bank account to which any award can be paid.

Eligible students will need to complete and submit their application to the sixth form office. The school will endeavour to assess all applications received at the earliest opportunity with students eligible for the vulnerable bursary award and those eligible under the free school meal category being notified of the outcome by **1st November 2023**. Late applications may be considered if funds are still available.

Verifying the eligibility of all applicants is an integral feature of the assessment process and it is likely to take slightly longer for other applicants as proof of eligibility will be required. The type of evidence required in order to verify household income and receipt of Tax Credits will include Tax Credit Award Notices, P60s/evidence of self-employed income.

If approved, the panel will arrange for payments to be processed by the school Finance Department. Payments will be made directly to your bank account.

Bursary Award Payments

The 16-19 Bursary Fund panel will assess your application. If approved, the panel will arrange for payments to be processed by the school Finance Department. Payments will be made directly to your bank account. Instalments will be paid on a termly basis as follows:

1 st instalment	30 th November 2023	30%
2 nd instalment	12 th January 2024	30%
3 rd instalment	19 th April 2024	30%
4 th instalment	7 th June 2024	10%

Appeals

Students have the right to appeal against any decision made. Appeals should be made in writing to the Principal within five school days of notification of award decision.

Fraudulent Claims

Where an application is found to have been made on the basis of false declarations the student will be required to repay the entire Bursary Fund and may be asked to leave the course.