

Financial Support for Students 2023-24

The following information applies to students aged 16 to 18 on 31 August 2023 taking a full-time further education course in 2023-24.

1. Guaranteed Awards

Students who fall into the following categories will be entitled to a grant or bursary:

- Students living in care
- Students who are care leavers
- Students who are in receipt of income support in their own right
- Students who are responsible for a child of their own
- Students who are disabled and receiving both Employment Support Allowance and Disability Living Allowance

2. 16-19 Bursary Fund

This is a discretionary award targeted at students outside of the categories identified above. School will prioritise allocation but all cases will be subject to the following conditions:

- Attendance in the previous half-term must be at least 90%
- The student must not have been placed on an Action Plan following poor effort grades in their Assessment Profile or as a result of referrals by subject staff.

Highfields School 16-19 Bursary Fund Scheme

The Bursary scheme will be split into two areas of funding: 'Discretionary' and 'Hardship'. In order to assess eligibility under the scheme school will be entitled to ask for evidence of household income or benefits received, (e.g a letter from HMRC or DWP, P60's, Income Support, Tax Credit notifications, Universal Credit etc) if the student is not on the Free School Meals register

- **'Discretionary Bursaries'** fall into two categories: Those who are entitled to Free School Meals and those whose gross annual household income falls below £30,000.
 - Students in this group, if they apply to the 16-19 Bursary Fund by 14 September 2023, **may** be eligible for:
 - Purchasing of essential course equipment, curriculum-based school trips, or IT equipment
 - Financial support towards childcare costs and exam re-sit fees, if aged under 19 on 31 August 2023
- **'Hardship' bursaries** may be paid in exceptional circumstances to students experiencing particular financial hardship during their studies. These will be assessed on a case-by-case basis and the provision of actual support or its level cannot be guaranteed. Support may be in the form of the purchase of textbooks/revision guides, materials such as paint or calculators or subsidy towards a trip.

The operation of the 'discretionary' and 'hardship' elements of the Highfields School 16-19 Bursary Scheme will be reviewed throughout the year and may be subject to change in the future. Eligibility for payments from the Scheme will be re-assessed in each year of the student's programme of study.

The bursary is unable to make contributions towards more expensive items or cash donations.

Appeals: The decision to allocate a grant/ bursary will be made solely on the criteria outlined. If you wish to appeal this decision it must be made in writing to Mr Flett in the first instance, students will need to be able to prove eligibility for the grant/ bursary. If you are then still not satisfied you will be able to follow the school's complaints procedure.