**Student Bursary Statement**

**Mission Statement**

Birkenhead Sixth Form College has a mission to be a world class college in which excellence is achieved in a positive, ambitious, resilient and thoughtful environment. The College philosophy is centred on our core values:

* Be positive: We are positive about what we do and what others can do.
* Be ambitious: We work to release the innate human drive for success
* Be resilient: We will not give up when faced with difficulties
* Be thoughtful: Treat everyone with respect and consideration.

**Bursary Statement**

This document sets out the 16-19 Bursary Fund guidance issued by the Education and Skills Funding Agency (ESFA) and the College’s eligibility criteria for students attending Birkenhead Sixth Form College as determined by the College for Discretionary Awards. A copy of the ESFA’s 16-19 Bursary Fund Guide for 2018-19 can be accessed on the gov.uk website: (https://www.gov.uk/guidance/16-to-19-bursary-fund-guide-2018-to-2019-academic-year).

**Summary of the 16-19 Bursary Fund for 2018-19**

The 16-19 Bursary Fund has two elements:

1. **A guaranteed bursary** of £1,200 a year for young people in the following defined vulnerable groups:

a. In care

b. A care leaver

c. In receipt of Income Support, or Universal Credit because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them

d. In receipt of **both** the Employment Support Allowance (or Universal Credit) **and** Disability Living Allowance (or Personal Independence Payments) **in their own right**

Notes:

If you claim Employment Support Allowance in order to meet the last of these eligibility criteria, then your family will no longer be able to claim Child Benefit.

If you are claiming Universal Credit, you must confirm which benefit it has replaced. Only Universal Credit that replaces the Employment Support Allowance meets the above eligibility criteria.

Other eligible groups:

e. Unaccompanied asylum seekers are treated as being in care.

f. A young person placed with a foster carer by a local authority.

No other groups are eligible.

1. **A discretionary bursary** is made to young people in a way that best fits the needs and circumstances of our students. Bursary awards will be targeted towards those young people who face the greatest financial barriers to participation and is spent in a way that achieves this. This can include spending bursary funds to ensure that students are supported with the costs of transport, meals, books and equipment, a quiet place to work and a quiet place to eat.

Birkenhead Sixth Form College is free to determine the assessment criteria for eligibility for discretionary bursaries, and the frequency of and conditions for all awards; subject to the requirements of the Equality Act 2010. Birkenhead Sixth Form College’s criteria are as follows:

a. Students with a Family Income less than £23,000

b. Students who received free school meals at the time of leaving High School

c. Students whose family is in receipt of Income Support (or Universal Credit)

Note regarding ‘2a’: When two or more students from a particular household attend Birkenhead Sixth Form College, the income threshold is adjusted in multiples of £23,000. The bursary fund entitlement is shared equally between the students.

**Birkenhead Sixth Form College Bursary Awards**

In line with best practice outlined by the Education and Skills Funding Agency, Birkenhead Sixth Form College will pay awards in kind. Cash payments will **only** be made if in kind payments are not possible or appropriate.

Applications must be made using the documentation on the College website. The initial deadline for applications is 21st September 2018, at which point the system will be closed.

All completed applications, that include all evidence, received by this deadline will be treated as successful during September 2018 whilst the applications are reviewed. Applications will reopen on 1st October 2018 and applications can then be made at any time throughout the academic year.

The size and nature of the award made will be subject to the amount of funds available and the type of support requested.

The College will claim 5% of the Student Bursary Fund allocation per annum to cover the costs of administration.

Discretionary awards may be made to students who make a Request for Financial Assistance with the support of their Personal Development tutor.

Discretionary Awards may consist of the following:

* Travel passes
* College meals
* Books and equipment (specified equipment must be returned at the point of leaving College)
* Field trips and course related costs
* Support for courses where specialist equipment or clothes are required
* IT equipment
* Extracurricular activities that are relevant to the student’s programme of study
* Print credits over and above any free credit awarded by the College to all students
* Trips and visits (including residential visits abroad for MFL students)
* Costs of attending university open days and interviews
* Costs of attending libraries during the summer break to complete progression work
* Other miscellaneous costs incurred as a result of attending College

**Students should note that all awards from the Student Bursary Fund will be subject to the expectations outlined in the College Core Requirement. The College reserves the right to defer or cancel awards in the event of unsatisfactory student conduct and in the event of the College being made aware of a change in circumstances which has resulted in a student no longer satisfying these eligibility criteria.**