

**Sutton Coldfield Grammar School for Girls**  
**16-19 Bursary Fund**

If you meet the criteria, the bursary could provide you with financial assistance towards specific educational purposes e.g. the costs of transport, books, school trips directly linked with your A-levels, meals, etc.

Please note that **proof** of household income (or income-based benefits) will be required.

If, after reading the details, you think you are eligible, and would like to apply for the Bursary Fund, you need to collect an application form from the Business Office. If you have any questions please see Miss Harper or Mr Charles in the Sixth Form Office or Mrs. Briguglio in the Business Office.

**The deadline for applications for the 2019-20 academic year is noon on Friday 13<sup>th</sup> September 2019.**

<b>Level</b>	<b>Criteria</b>	<b>Payment</b>	<b>Payment Method</b>
One – Vulnerable Bursary	Young people in care Care leavers Young people in receipt of income support and disabled young people in receipt of Employment Support Allowance, Disability Living Allowance and Personal Independence Payment.	£1200 £100 in October half term then up to £1100 which is accessible over the academic year	Paid directly into a student's bank account, October half term. Students can apply for additional funds which will be assessed and authorised by Miss Harper and Mr Charles.
Two – Discretionary Bursary	Free School Meals students Household receiving means-tested benefits Household income less than £16,190	£50 October half term <b><u>plus</u></b> up to £750 which can be applied for over the academic year	Paid directly into a student's bank account, October half term. Students can apply for additional funds which will be assessed and authorised by Miss Harper and Mr Charles.
Three – Discretionary Bursary	Household income between £16,190 - £20,000 Students with an identifiable financial need who do not fall into Levels 1 or 2 above	£50 October half term <b><u>plus</u></b> up to £150 which can be applied for over the academic year	Paid directly into a student's bank account, October half term. Students can apply for additional funds which will be assessed and authorised by Miss Harper and Mr Charles.
Four – Discretionary Bursary	Household income between £20,001 - £25,000	Discretionary	Students can apply for specific funds which will be assessed and authorised by Miss Harper.

**Students can apply for funds for specific educational purposes as and when required**

This is defined as costs for transport, meals in school, books, academic or journal subscriptions, computer programmes or courses, equipment and / or educational trips

Items on the dress code can be purchased up to the value of £50.00 and up to the value of £30.00 towards the cost of a pair of school shoes, as per the dress code.

## **Additional Information**

### **General Eligibility**

To be eligible to receive a bursary, the student must be aged under 19 on 31 August in the academic year in which they start their programme of study and must satisfy the EFA residency criteria.

To continue to receive a bursary, you must satisfy the following conditions:

- Have an attendance rate of a minimum of 95%
- Be punctual to lessons and registration
- Meet expectations in terms of your Sixth Form Student – School Agreement
- Show good commitment to your learning goals

In addition to this you will meet with Mr Charles to ensure that you are able to access the support you need in order to be successful in your studies. This will also include a review to ensure you are satisfying the eligibility criteria.

### **Process**

Students are to be encouraged to apply for a Bursary as soon as possible after admission in September. The Remissions Panel will sit in the second week of the Autumn term. This will allow the applications to be processed by mid-September. You will be informed of the outcome of your application.

As the **Year 12 London Residential** is an important part of our induction process, students are able to use the bursary for payment towards this trip.

### **Appeals procedure**

If a student wishes to appeal against the allocation of the 16-19 Bursary, reasons need to be put in writing, along with any documentary evidence, and passed to Miss Harper in the Sixth Form. A response will be provided within seven working days.

Any further appeals should be made to Dr. Minards with a copy of Miss Harper's response.