

Students aged between 16 and 19 years facing financial hardship whilst in full-time education, may be eligible to receive a payment from the Bursary Fund. Schools, colleges and training providers have been given responsibility for awarding bursaries to students, and for most, this will include decisions on the amount, when it is paid and the criteria for payments. Mascalls School is committed to providing a fair and consistent policy for Mascalls Bursary (MB) awards.

Eligibility

Students must be aged under 19 on 31st August in the academic year in which they start their programme of study and must satisfy YPLA residency criteria.

Students must also satisfy the following conditions during receipt of the MB:

- The student must not have unauthorised or unexplained absence from lessons/school
- The student must not have broken the terms of the Sixth Form expectations and entry criteria

Levels of Bursary Payments

- Level One:** Up to £1,200 per annum (Vulnerable Bursary)
- Criteria:** Students in local authority care, care leavers, students in receipt of Income Support or Universal Credit in their own right, and disabled young people in receipt of Employment Support Allowance who are also in receipt of Disability Living Allowance in their own right.
- Payment:** Payable in 3 equal instalments of £400 in the autumn, spring and summer terms. The MB will be repayable by the student on a pro-rata basis, should the recipient leave Mascalls during the academic year of eligibility.
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- Level Two:** Maximum of £900 per annum (subject to 2017-18 Bursary Allocation to Mascalls)
- Criteria:** Students in receipt of Free School Meals or means-tested benefits.
- Payment:** Students apply for funds for Specific Educational Purposes (see below). The MB Panel will assess each claim and authorise payments up to the permitted maximum in each term, dependent upon individual circumstance and number of applications received. The MB will be payable in 3 instalments of a maximum of £300 in each of the autumn, spring and summer terms, (less any payment made to KCC for the 16+ Travel Card). Payments can also be made 'in-kind' for direct Special Educational Purposes requirements.
- The MB will be repayable by the student on a pro-rata basis, should the recipient leave Mascalls during the academic year of eligibility.
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- Level Three:** Up to a maximum of £700 per academic year (subject to 2017-18 Bursary Allocation to Mascalls)
- Criteria:** Students with an identifiable financial need who do not fall into Levels 1 or 2 above, and meet the income criteria (see below).
- Payment:** Students apply for funds for Specific Educational Purposes (see below). The MB Panel will assess each claim and authorise payments up to the permitted maximum in each term, dependent upon individual circumstance and number of applications received. Awards may be provided on a match-funded basis. The MB will be repayable by the student on a pro-rata basis, should the recipient leave Mascalls during the academic year of eligibility. Payments will be made via cheque to the student (less any payment made for the 16+ Travel Card) and can also be made 'in-kind' for direct Special Educational Purposes requirements.

Special Educational Purposes (including, but not limited to):

Costs of transport, including contribution towards the Kent 16+ Travel Card, where a learner travel need applies; meals in School; books and equipment; educational trips.

Application Process

Students should apply for the MB as soon as possible after admission in September for Year 12 and for Year 13 eligible students, as soon as possible after AS results in August, by completing the application form available on the Sixth Form section of the Mascalls website.

The MB panel will assess applications in October, January and May each year to confirm, review and/or authorise ongoing payments. Initial applications must be submitted by Friday 29th September 2017. The MB panel are able to make extraordinary one-off payments to non-applicants, dependent upon individual circumstances during the year.

Important Note

It will be necessary for identification of financial need to see evidence from the student and/or student's family. This may include a letter setting out the benefit to which the student is entitled or written evidence (if previously unknown) of the student's current or previous looked-after status from the local authority.

It may also be necessary to take into account the student's household income (that of the parent/guardian with whom the student is living) as evidenced by receipt of benefit and/or P60, Tax Credit Award Notice or evidence of self-employment income, and circumstances within the household, such as the number of dependent children of the householder.

Subject to applications at the end of each academic year, and any balance of funds remaining, further allocations may be made and the application thresholds for such awards will be published at that time. Attendance and Attitude to Learning will be taken into account with any End of Year Bursary allocations.

Income criteria (at time of publication)

- Households with income above £20,818 a year will not be eligible for bursary payments, unless eligible for Level One, or end of year awards (the income thresholds for which will be published at that time), or under extraordinary circumstances
- Households with income between £16,191 and £20,817 a year should apply for Level 3 funding, unless eligible for Level One
- Households with income less than £16,191, should apply for Level 2 funding, unless eligible for Level One

Further Information

In addition to the support that is available directly to young people through the 16-19 Bursary Fund, all families of 16 to 19 year-olds who are in full-time, non-advanced, education such as A Levels or BTECs are entitled to child benefit. Young people may also be entitled to other benefits such as Care to Learn, Income Support or Housing Benefit.