



September 2018

Dear Parents & Carers

16 – 19 Bursary Fund 2018/19 from the Education and Skills Funding Agency (ESFA)

For the new academic year, starting in September 2018, funding continues to be available for students, in year groups 12, 13 & 14, who are staying on in education and meet certain eligibility criteria.

The Government aims to eliminate the gap in attainment between different backgrounds and to ensure every young person participates in, and benefits from, a place in 16-19 education and training.

There are three elements to the funding:

1. A full-year vulnerable learner bursary element (for courses of 30 weeks or more)
Completion Sections 1, 2 , 4 and 5
2. A pro-rata vulnerable learner bursary element (for courses of fewer than 30 weeks)
Completion Sections 1, 2, 4 and 5
3. A discretionary bursary element – for transport costs, trips etc. – **Complete Sections 1, 3, 4 and 5**

An application form is enclosed for completion **if the criteria are met** (these are also enclosed) *e.g. free school meals claimants are entitled to apply to the discretionary bursary for costs like school transport under No.3 above, plus other items.*

A bank account in the name of the student is essential. Payments are made from the bursary direct to a bank account, when receipts are handed into the Business Office in school. Please open a bank account as soon as possible for new 2018/19 applicants and complete details in section 4 on the application form.

At parents' evening Mr Short and his staff team will be able to discuss any queries you may have or alternatively you can telephone Miss Kellie Hobbs, Business Manager.

Please note, those student who have previously claimed bursary will need to complete a **new application for September 2018 onwards.**

Yours sincerely

Mr Stephen Garside
Headteacher

Enc: Application Form 2018-2019; Bursary Policy 2018-2019