



Dear Students / Parents and Carers,

## 16-19 Bursary Fund for 2023/24

The 16-19 Bursary Fund is provided by the government to support the most vulnerable young people to participate in and benefit from post-16 education. It should be used to help pay for costs incurred while attending sixth form. The awarding of bursaries to individuals from the Bursary Fund has been delegated to schools. Any assistance granted may not cover the full costs.

The eligibility criteria that will be applied in 2023-24 are as follows:

1. A bursary of £1,200 is available only to students who are **themselves**:
  - in care or a care leaver
  - in receipt of income support or universal credit
  - disabled and in receipt of Employment Support Allowance **and** Disability Living Allowance or Universal Credit and Personal Independence Payment

### **A discretionary bursary is available if:**

2. You qualify for Free School Meals.
3. The total annual income of your household (including any benefits received) is below £22,000.

The amount allocated per individual in categories 2 and 3 will depend on the number of qualifying applications. First priority will be given to those in category 2. A contingency fund will be set aside to allow for changes in students' circumstances during the course of the year and new applications needing to be made.

For all of the above you must be under the age of 19 (or turn 19 during the academic year) and in full time education.

Awards will be considered to assist with:

- Public transport costs
- Lunches (credit applied directly to school dinner account daily)
- Text books
- Essential course equipment (e.g. essential stationery, art supplies)#
- Educational trips within departments
- Costs to attend HE open days / interviews
- UCAS fees
- Other directly relevant educational costs



# Hutton

## Church of England Grammar School and Sixth Form

Head Teacher: Mrs N Moran BA (Hons)

*Accomplishment... Humility... Service...*

If you believe you fall into any of the categories listed, please complete the application form and attach copies of the relevant evidence outlined on the form. The applications will be dealt with, in confidence. If you have any questions regarding the Fund or the application process please contact me by e-mail to [bursar@huttongrammar.org](mailto:bursar@huttongrammar.org).

**Applications must be received by Monday 2nd October 2023 and no late applications can be accepted.** Applications will only be accepted after this date if there is a genuine change in circumstances or are from new students who have joined the Sixth Form. The funding does not affect any other support and benefits.

You will be notified of the outcome of your application by Monday 9th October 2023, along with further details about how and when you will receive payments. All payments will be subject to students having met agreed standards for attendance (minimum 95%), behaviour and work, as well as producing receipts / proof of purchase for all relevant expenditure. Students will need their own bank account, as any reimbursements will be made by cheque payable to the student.

The information provided to support 16-19 Bursary applications will be used solely for this purpose in accordance with the General Data Protection Regulations 2018.

Yours sincerely  
Mrs P Gilmore  
School Business Manager

