

The Adeyfield Academy
16-19 Bursary Fund
2023-2024

The Adeyfield Academy 16-19 Bursary Fund is a scheme designed to help students facing financial hardship to continue in full time education after Year 11.

To qualify students must be aged over 16 and under 19 on the 31st August at the start of the academic year in which they start a programme of academic study. They must also be on a full-time programme of study.

Payment where applicable will be made by BACS into a student's bank account at the end of each half term. If a student does not have a bank account they will need to open one in order to receive their bursary payment. Payments are dependent on student attendance, punctuality, conduct and application to their studies and their engagement in the school's community service and volunteering programmes.

The scheme comprises of two parts:

1. HIGH PRIORITY BURSARY

This bursary is up to £1,200 a year and is paid half termly into those most in need of financial support. It will be awarded to:

- Young people aged 16 and 17 in care.
- Care leavers aged 16, 17 and 18.
- Young people aged 16, 17 and 18 who are in receipt of income support or Universal credit because they are financially supporting themselves and anyone who is dependent on them and living with them, such as a child or a partner (for example, young people who are living independently of their parents; those whose parents have died and teenage parents).
- Disabled young people in receipt of both Disability Living Allowance and Employment Support Allowance.

2. DISCRETIONARY BURSARY

This bursary is available for students in need of financial support with specific costs to enable them to stay in education and complete their courses e.g. transport, equipment, fieldwork costs, protective clothing.

The bursary is split into two bands dependent on household income. Eligibility is verified by Tax credit awards or a P60:

BAND 1

Annual Household income of £16,000 or less.

Students will receive:

- Payment for essential educational visits during the academic year
- Reimbursement of the cost of travel to up to 3 University Open Days or Post 18 Job/Apprenticeship interviews. (Upon production of travel receipts)

- Students will also receive a half termly payment subject to attendance, punctuality, engagement in the volunteering and community service programme, conduct and attitude to learning.

BAND 2

Annual Household income of £16,000-£24,000

Students will receive:

- Partial Payment for essential educational visits during the academic year
- Partial Reimbursement of the cost of travel to up to 3 University Open Days or Post 18 Job/Apprenticeship interviews. (Upon production of travel receipts)
- Students will also receive a half termly payment subject to attendance, punctuality, engagement in the volunteering and community service programme, conduct and attitude to learning

Students receiving any of the above bursaries will also be able to claim for additional assistance if they are taking part in certain courses with high expenditure.

3. Additional Help

Under **exceptional** circumstances students who are not automatically eligible for an award can also apply for help with one off course related expenses (proof of income or hardship will be asked for).

Applications for additional help will be considered on an individual basis and is dependent upon available funds. Please contact the Pupil Premium Lead (Ms Riley).

To apply for Bursary, please complete the attached application form, and return to Miss Cleevely by Friday 30th September 2022.

Applications submitted after this date will be considered in light of available funds.

The Adeyfield Academy
16-19 Bursary Fund Application Form
2023-2024

PERSONAL DETAILS	
Name:	Tutor Group:
Date of Birth:	Age as at 31 August 2023:
Address:	
Tel:	Mobile:
Email:	
FINANCIAL ASSISTANCE APPLIED FOR	
<p>I am applying for: (Please tick required option and complete the appropriate section below)</p> <p> <input type="checkbox"/> High Priority Bursary - Refer to Section 1 <input type="checkbox"/> Discretionary Bursary (Band 1) - Refer to Section 2 <input type="checkbox"/> Discretionary Bursary (Band 2) - Refer to Section 2 </p>	

PLEASE RETURN THE COMPLETED APPLICATION TO
 Mr Cook to Cookg@adeyfield.herts.sch.uk

NB Please provide as much supporting documentation as possible.
 A decision can be reached more quickly when full information is made available.

SECTION 1 APPLICATION FOR HIGH PRIORITY BURSARY (BAND 1) – Please tick as appropriate	
<ul style="list-style-type: none"> • I am currently in Local Authority Care • I am currently living independently having left Local Authority Care • I am currently in receipt of Income Support • I am in receipt of both Employment and Support Allowance and Disability Living Allowance 	<p>Please provide written evidence of circumstances to support your application</p>

SECTION 2 APPLICATION FOR DISCRETIONARY BURSARY (Bands 1 & 2) Please tick as appropriate	
<p>I was in receipt of Free School Meals during Year 11*</p> <p>My family is in receipt of one or any of the following*:</p> <ul style="list-style-type: none"> • Income Support <input type="checkbox"/> Pension Guarantee Credit • Child Tax Credit <input type="checkbox"/> Employment and Support Allowance • Working Tax Credit • Support under Part IV of the Immigration and Asylum Act 1999 <input type="checkbox"/> Job Seekers Allowance (JSA) <p>*Please provide evidence of benefits ticked (eg full – not partial - copy of Tax Credit Award)</p>	
<p>Total Annual household income in the current tax year (including benefits)</p> <p><input type="checkbox"/> Below £16,000 <input type="checkbox"/> £16,000 to £24,000</p> <p>Please provide proof of income (i.e. Tax Credits Award, most recent P60)</p>	
<p>Please indicate number of Dependent Children in the family unit who are living in the same household:</p>	

SECTION 3
APPLICATION FOR EDUCATIONAL SUPPORT GRANT

Please provide details of reason for application and evidence of income to support the claim (Tax Credit awards, P60, etc.) indicating amount required and purpose it will be used for:

Please indicate number of Dependent Children in the family unit who are living in the same household:

DECLARATION

I /We declare that the information given in support of this application is correct and complete to the best of my/our knowledge and belief.

I/We will inform The Adeyfield Academy immediately of any change of circumstances, at any time, which may affect my entitlement to support (for example if I leave school or parents' income changes.)

I/We understand that this information will not be shared with third party organisations, except for audit purposes.

I/We understand that poor attendance (unauthorised absence), non-compliance with the Sixth Form Agreement, may result in the loss of financial support.

I/We understand that awards made are subject to the school being in receipt of sufficient funds from the Education Funding Agency.

Student Signature: Date:

Parent/Guardian/Responsible Adult Signature:

Please Print Name: Date:

STUDENT'S BANK ACCOUNT (Payments will be made directly to the student by BACS transfer)	
Name of Bank:	Branch:
Account Title (ie Name on Bank Card/Cheque Book):	
Sort Code: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Account No: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Please remember to inform Ms Gare if bank account details change through the course of the school year.	

OFFICE USE ONLY
Date Received:
Evidence Provided:
Bursary Decision: