

16-19 Bursary Fund Statement

At Briarwood School, we are committed to ensuring that every student has equal access to 16-19 education and training. Our bursary program is designed to provide eligible students with essential support, including:

- Course resources and equipment (including IT equipment)
- Transportation costs in order to access learning
- Costs associated with transitions to Post 19 providers.
- Meals
- Clothes
- Extra-Curricular activities essential to the student's study programme.

Eligibility

Students who are aged 16 or over and under 19 years old on 31 August before the academic year in question may qualify for bursaries for that academic year.

Students aged 19 or over will be able to receive a bursary if they are continuing on a study programme they began aged 16 to 18, or if they have an Education Health Care plan (EHCP), provided they remain eligible and Briarwood school determines they need the support to continue their participation. Students must meet the residency criteria in the [DfE funding rules for 16 to 19 provision](#).

There are two types of bursaries: discretionary and vulnerable. Students may reapply if their circumstances change. The eligibility criteria are as follows:

Discretionary Bursary Eligibility:

- Have identified financial needs due to the cost of resources, equipment, transport, meals, clothes or inability to contribute to Extra-Curricular activities the school has deemed essential to the student's study programme.
- Are aged 16, 17, or 18.
- Are aged 19 or over and continuing a program they began aged 16 to 18, provided they remain eligible and require support to continue their participation.

At Briarwood school, we will ensure that discretionary funding is allocated to the students who are most in need of financial support. Briarwood school's eligibility criteria for receiving a discretionary bursary will include:

- Students living in a low-income household.
- Students from a single parent family or have one or more dependent siblings in their family.
- Students in receipt of Free School Meals.
- Students who travel greater than three miles to Briarwood school.
- Students identified as high need using the School's Vulnerable + Criteria.

Discretionary bursaries may be awarded for students in low-income households. Briarwood school will use household income, in some way, to help establish the amount of support awarded to a student, if possible.

Briarwood school will use in-kind payments over cash payments for discretionary bursaries.

Vulnerable Bursary Eligibility:

A bursary of up to £1,200 a year, can be awarded to students who:

- Are in care or a recent care leaver.

- Are receiving Income Support or Universal Credit as a result of supporting themselves financially, or supporting someone dependent on them and living with them.
- Are receiving Disability Living Allowance or Personal Independence Payments, as well as either Employment Support Allowance (ESA) or Universal Credit.
- Are enrolled in a course that has a duration greater than 30 weeks.

Term and conditions of receipt

Applications are encouraged to be made by 31 July of each year wherever possible, to allow the school to correctly and fairly assess overall demand and distribute discretionary awards. The school will not, however, implement a cut-off date for applications, in recognition that some needs may arise throughout the academic year. Applications are available from the Head of Sixth Form.

Students who meet the criteria within the Discretionary, or Vulnerable Bursary banding, must, in addition, have **80%** attendance, unless the absence is authorised. Consideration will be given to the impact on attendance that might be caused by illness or other exceptional circumstances. Parents will be informed of the impact, attendance may have on their application.

Any equipment or resources purchased using bursary funds, must be returned to Briarwood School, when the student completes the programme of study. This will be clearly communicated to students and their parents upon confirming eligibility for the bursary.

In-Kind Payments

Bursary funds are provided in-kind for equipment, transport, meals, and resources, and Extra-Curricular activities the School has deemed essential to the student's study programme with a focus on meeting the specific needs of eligible students.

Bursary funds must be spent directly by Briarwood school on necessary educational expenses, including resources, equipment, transport, meals, and support services that address the criteria for eligibility.

Queries

For payment inquiries or support, please contact the Head of Sixth Form at:
Sarah.Lane@bristol-schools.uk or 0117 3532651.

Complaints and Appeals

Follow the complaints procedure detailed in the Complaints Policy, available on our website, with special consideration for concerns related to bursary eligibility.