

Brentwood School

Bursary Fund Statement

Document Control	
Title	Bursary Fund Statement
Owner	Brentwood School
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Related Documents	Brentwood Finance Manual
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BRENTWOOD SCHOOL

— Learning for Life —

What is the 16 to 19 School Bursary Fund?

The 16 to 19 Bursary Fund provides financial help to young people aged 16 to 19 who face financial barriers to participating in education or training, provided they meet agreed standards of attendance, behaviour and progress.

Receipt of bursary funding does not affect other means-tested benefits paid to families.

Who is eligible for the bursary scheme?

- Students who are attending Brentwood School Sixth Form and:
 - Starting Year 12, 13 or 14 in September 2024
 - Be aged between 16 and 18 on 31 August 2024
 - Been a resident of the UK, EEA or EU for 3 years or more. (Proof of residency status may be requested if you have not)

Additional Eligibility Criteria:

Students who are:

- In care
- Left care having been in care for a minimum of 3 months from the age of 14
- In receipt of Income Support (or Universal Credit)
- In receipt of both Employment and Support Allowance (or Universal Credit) and Disability Living Allowance or Personal Independence Payment
- Eligible for Free School Meals
- A family in receipt of Tax/Universal Credit
- Families with low household income (worked out using your earnings/income plus any benefits you may receive).

In addition, we will consider students experiencing hardship, severe need or an emergency. Typically, circumstances could include:

- Recent parental unemployment
- Severe financial hardship
- Other circumstances will be considered (please tell us)

This is a flexible fund to respond to hardship and to address barriers that might prevent students completing their sixth form course.

How much is the bursary?

The amount varies dependant on needs, and is up to £1200 per year, per student.

What is the bursary for?

At Brentwood School, bursary funds will be used to contribute to the subsidised school meals costs.

Conditions attached to the scheme:

- Receipt, and continued receipt, of the bursary award will be conditional to students demonstrating good attendance.
- Evidence of eligibility to confirm receipt of the bursary maybe requested.
- Parents/Carers to inform Brentwood School of any change in financial circumstance.

Students Identified as Eligible

Once an application form has been received, the Finance Manager will approve the eligibility of a student and this will be recorded on Arbor.

Bursary money will be received directly into the school from the Department for Education and financial procedures will be adhered to in accordance with Brentwood Financial Manual.

Full government guidance can be found [here](#)

**Reviewed: Jude Lomas, Cindy O'Connor
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