

What do I need to do next?

1. Application packs are available from reception and on the School Website: www.heathcoteschool.com
2. The deadline for applications to be returned to Ms Lewis is Friday 21st September 2018
3. A Bursary Panel will meet to discuss and make decisions about each application.
4. By Friday 5th October 2018, students will receive notification of whether their application has been successful or unsuccessful.
5. Unsuccessful applicants have the right to appeal the decision by writing a letter to the Heathcote Bursary Appeals Committee. They will hear the appeal and notify the applicant of their decision. Further information can be found in the Bursary Guidance document.
6. Heathcote School and Science College has the right to set the amount of bursary funding made available to students.
7. Students can apply for emergency funding or top-up bursaries at any time during the year if required. Representations should be made to the Bursary Panel. Funding is subject to availability.
8. Bursary funds will be paid to the students in six amounts during the academic year and will depend on the length of the half-term.
9. Each student's bursary will have conditions relating to attendance, punctuality, conduct and progress. If students fail to meet those conditions, Heathcote School and Science College reserves the right to withhold payment for that period.
10. Please discuss any issues relating to the bursary with Ms Lewis, Head of Year 12 & 13, or other members of the Bursary Panel.

Heathcote School and Science College Sixth Form

2018-2019

Advice about Bursaries



What is a Bursary?

At the start of the Academic Year, young people who need some financial support to help them stay in education or training after 16 can apply to Heathcote School for the 16-19 Bursary Fund.

Those most in need will be **eligible for a bursary of £1,200 a year**. This includes young people in care, care leavers, young people receiving income support (or Universal Credit) and disabled young people receiving both Employment and Support Allowance and Disability Living or Personal Independence Payments.

Some students who face financial difficulties may also be able to claim for a **discretionary bursary** to help with costs of transport, food, equipment or other course-related costs.

If you apply for a discretionary bursary, Heathcote Sixth Form will request evidence of family income, such as a letter from the Department of Work and Pensions confirming the family's benefits, a P60, a Tax Credit Award Notice, Income Support/ Universal Credit (Award Letter), other benefits/pension (Award Letter), Child Tax Credit Award Notice or evidence of the family's annual income if they are self-employed. Other relevant paperwork may be necessary.

At Heathcote Sixth Form, emergency payments may be made to students whose circumstances dramatically change during the duration of their course. An application for this emergency bursary payment may be considered at any time throughout the year.

You can apply for a Bursary if:-

Heathcote School and Science College has been allocated a small amount of money to support students. Whether students receive funding or not is at the discretion of the School.

The following groups of learners are eligible for a vulnerable bursary of up to £1,200:-

- Young people in care
- Care leavers
- Young people in receipt of Income Support or Universal Credit in place of Income Support, in their own right
- Young people in receipt of both Employment and Support Allowance or Universal Credit and Disability Living or Personal Independence Payments in their own right

Learners can apply for a discretionary bursary of up to £1,200 which can be used for books/equipment, food, additional course costs (trips), transport, accommodation and examination re-sit fees if students live in households with an income of less than £16,190; higher incomes may result in a reduced bursary amount (see Band 2 and 3 in Bursary Guidance Notes).