

Ullswater Community College

16-19 Bursary Fund Policy 2025/26

It is the policy of Ullswater Community College to encourage all eligible students to apply to the 16-19 Bursary Fund. This document provides detail on eligibility criteria and conditions of grant award, levels of funding available and the application process.

1. Eligibility

The 16 to 19 Bursary Fund is designed to help and support any student who faces financial barriers to participation in education and training, such as costs of transport, food or equipment. To be eligible for the bursary students must:

- Be aged 16 or over but under 19 at the time of application, or
- Be aged 19 or over at the time of application, and have an Education, Health and Care Plan (EHCP)
- Be aged 19 or over at the time of application, and continuing on a study programme they began aged 16-18
- Be a UK resident as per the terms of the ESFA funding guidance for 16-19 students

There are two types of bursaries which are detailed below.

a. Vulnerable Bursaries

As defined by the Department of Education –

“Students who meet the criteria, and who have a financial need, can apply for a bursary for vulnerable groups.

The defined vulnerable groups are students who are:

- In care
- Care leavers
- Receiving Income Support or Universal Credit because they are financially supporting themselves or financially supporting themselves and someone who is dependant on them and living with them
- Receiving Disability Living Allowance or Personal Independence Payments in their own right as well as Employment and Support Allowance or Universal Credit in their own right.”

Please note that students who meet these criteria are not automatically entitled to a bursary if they do not have financial needs and/or their financial needs are covered from another source. There is the possibility of no award or a limited award.

b. Discretionary Bursaries

All 16 to 19 students may apply for a discretionary bursary. This is a limited fund and the school will prioritise allocation according to parent/carer income.

Two bands of eligibility will apply:

Band 1 - students identified as eligible for free school meals

Band 2 - students with a gross annual household income of below £80,000
OR a gross annual individual income of below £40,000

Priority will be given to students in Band 1.

2. Conditions of Bursary

- Students must not have broken the terms of the Sixth Form Contract
- Students must attend each lesson, this will be verified via the records held on the electronic register
- Students must reapply for funding each year
- The bursary fund is not designed to provide learning support e.g. counselling or mentoring, support extra-curricular activities where these are not essential to a student's study programme, or support general household income
- Whilst the discretionary bursary can assist with transport costs it does not replace the statutory duty of local authorities.

3. Levels of Funding available

- Vulnerable Bursaries – funding up to £1,200 is available to eligible students in financial need
- Discretionary Bursaries – funding will vary each year and is dependent upon the number of claims received and the level of funding available to the school

4. Application process

- The 16-19 Bursary Fund policy is available on the school website;
<https://ullswatercc.co.uk/sixth-form/bursary/>
- Applications must be made on the “16-19 Bursary Fund Transport Application Form” [here](#)
- For anything other than transport, please use the “16-19 Bursary Fund Application Form” [here](#)
- Paper applications should be emailed to sixthform@ullswatercc.co.uk or handed into the Sixth form office
- Students who apply for the band 2 bursary must provide documentary evidence supporting their application e.g. P60, 3 recent payslips or tax return if self employed. Please submit this at the time of application so as not to slow the process down.
- Student's bank account details must be added to the form to enable payment

This policy is for the year stated and may be subject to change in the next academic year.