



16 – 19 Discretionary Fund Policy Statement

Purpose

The 16-19 Discretionary Fund exists to help students continue with and complete their course where they would otherwise be prohibited from doing so on financial grounds.

The Discretionary is intended to help with the hardship needs of individual students. It's intent is to "enable" a learner to continue with his or her education and should not be viewed as an incentive to attract young people into learning. Generally, awards from the Discretionary will be used towards essential course related costs such as books, equipment, travel, and other costs associated with learning. Use of the discretionary fund is wholly at the discretion of the sixth form.

Eligibility

You may be eligible for a bursary if:

The student is:

- in care—being a looked after child in the care of the Local Authority or foster parents
- a recent care leaver
- receives Universal Credit (UC) in their own name
- in receipt of both UC and Disability Living Allowance (DLA) or in receipt of UC and a Personal Independence Payment (PIP)

The household income is below £30,000.

We must stress that there is a limited amount of funding which means that it may not be possible to support every application and priority will be given to those students from the families with the lowest household income and/or highest demonstrated need.

Decision Making

The criteria identified in this policy document are guidelines to the decision making process. Every effort is made by the Sixth Form to consider each application on its own merits. In extenuating circumstances the Sixth Form reserves the right to make awards to individual students who do not necessarily meet the listed criteria.

The 16-19 Discretionary Fund cannot be used to compensate for a student's failure to apply for other sources of support that may be available to them.

The funding available is limited and will not be guaranteed. Students who apply after the budget has been allocated may not be made an award.

Free School Meals

Students who are allocated funding from the Discretionary Bursary may also be entitled to apply for free school meals <https://www.york.gov.uk/FreeSchoolMeals>

Appeals Process

Should learners disagree with the outcome of either their application for a Discretionary award or, where a payment has been withheld due to attendance/behaviour, they should follow the School's complaints procedure.

Full details of the School's complaints procedure (which follows the stages outlined below) can be made available as necessary.

Stage 1 – Informal

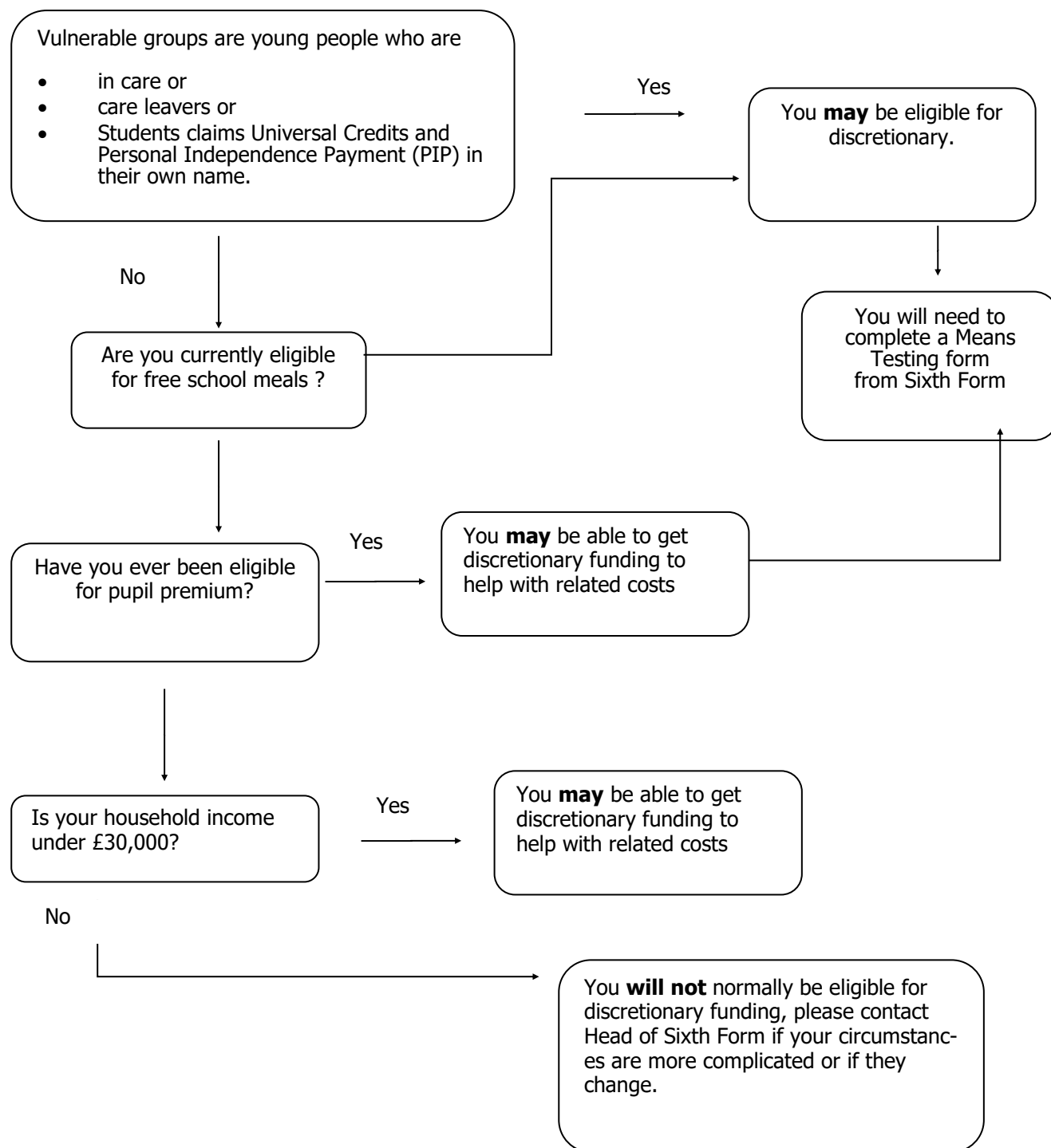
Stage 2: Referral to the Head Teacher for investigation

Stage 3: Review by the Governing Body

Review of Policy

This policy will be reviewed on an annual basis, with guidance from the Department for Education and the ESFA.

Quick Guide to Eligibility



Please speak to the Sixth Form Team if you have any concerns.