



## Student Bursary Policy

### Mission Statement

St John Rigby College is a Catholic College dedicated to the education and development of the whole person and supporting all students to realise their full potential. In becoming an outstanding learning organisation St John Rigby College will have a strong sense of purpose and a commitment to shared values within a Christian community. We will provide a unique and challenging environment where every individual is valued, talents are recognised and nurtured, achievements are celebrated and dedication is rewarded. To achieve this as a community we will:

- Welcome all students who are happy to be educated within a Christian environment
- Value the uniqueness and dignity of each individual
- Provide the highest standards of teaching and learning
- All show a commitment to our work and the Christian values of the College
- Provide equality of opportunity, with mutual respect and positive encouragement
- Build and further develop local, national and international partnerships

### Policy Statement

This document sets out the 16-19 Bursary Fund guidance issued by the Education and Skills Funding Agency (ESFA) and the College's eligibility criteria for students attending St John Rigby College as determined by the College for Discretionary Awards. A copy of the ESFA's 16-19 Bursary Fund Guide for 2017-18 can be accessed on the gov.uk website: (<https://www.gov.uk/guidance/16-to-19-bursary-fund-guide-2017-to-2018-academic-year> ).

### Summary of the 16-19 Bursary Fund for 2017-18

The 16-19 Bursary Fund has two elements:

1. A bursary of £1,200 a year for young people in the following defined vulnerable groups:
  - a. In care
  - b. A care leaver
  - c. In receipt of Income Support, or Universal Credit **in their own right**
  - d. In receipt of **both** the Employment Support Allowance (or Universal Credit) **and** Disability Living Allowance (or Personal Independence Payments) **in their own right**

#### Notes:

If you claim Employment Support Allowance in order to meet the last of these eligibility criteria, then your family will no longer be able to claim Child Benefit.

If you are claiming Universal Credit, you must confirm which benefit it has replaced. Only Universal Credit that replaces the Employment Support Allowance meets the above eligibility criteria.

#### Other eligible groups:

- e. Unaccompanied asylum seekers (UASC) are treated as being in care.
- f. A young person placed with a foster carer by a local authority.

No other groups are eligible.

2. A discretionary award is made to young people in a way that best fits the needs and circumstances of our students. Bursary awards will be targeted towards those young people who face the greatest financial barriers to participation; such as the costs of transport, meals, books and equipment.

St John Rigby College is free to determine the assessment criteria for eligibility for discretionary bursaries, and the frequency of and conditions for all awards; subject to the requirements of the Equality Act 2010. St John Rigby College's criteria is:

- a. Students with a Family Income less than £25,000
- b. Students who received free school meals at the time of leaving High School
- c. Students whose family is in receipt of Income Support (or Universal Credit)

Note regarding '2a': When two or more children from a particular household attend St John Rigby College, the income threshold is adjusted in multiples of £25,000. The bursary fund entitlement is shared equally between the children.

### **St John Rigby College Bursary Awards**

In line with best practice outlined by the Education and Skills Funding Agency the College will pay awards in kind. Cash payments will **only** be made if in kind payments are not possible or appropriate.

Applications must be made via the College's Online Bursary Application system, located on the College web site.

The initial deadline for applications is 31<sup>st</sup> August 2017, at which point the online system will be closed.

All completed applications, that include all evidence, received by this deadline will be treated as successful during September 2017 whilst the applications are reviewed. On 1<sup>st</sup> October 2017 bursary payments to students whose applications have been unsuccessful will stop.

The online system will reopen on 1<sup>st</sup> October 2017 and applications can then be made at any time throughout the academic year.

The size and nature of the award made will be subject to the amount of funds available and the type of support requested.

The College will claim 5% of the Student Bursary Fund allocation per annum to cover the costs of administration. Discretionary Awards may consist of the following:

- Travel passes
- College meals
- Books and equipment (specified equipment must be returned at the point of leaving College)
- Print credits over and above any free credit awarded by the College to all students
- Trips and visits (excluding residential visits abroad)
- Other miscellaneous costs incurred as a result of attending College.

**Students should note that all awards from the Student Bursary Fund will be subject to the expectations outlined in the Student Charter. The College reserves the right to defer or cancel awards in the event of unsatisfactory student conduct and in the event of the College being made aware of a change in circumstances which has resulted in a student no longer satisfying these eligibility criteria.**