



Ramsey Gatehouse Sixth Form 16-19 Bursary Fund Statement 2025-26

What is the 16-19 Bursary Fund?

The 16-19 Bursary Fund is a government-funded scheme designed to support young people facing significant financial barriers to continuing their education or training beyond age 16. Ramsey Gatehouse Sixth Form administers this fund to ensure that eligible pupils can access their studies and participate fully, regardless of their financial circumstances.

Types of Bursaries

There are two main types of bursaries available:

- **Vulnerable Bursary:** Up to £1,200 per year for pupils in care, care leavers, those receiving Income Support or Universal Credit in their own right, or those with certain disabilities receiving Disability Living Allowance or Personal Independence Payments alongside Employment Support Allowance or Universal Credit. Vulnerable bursaries are awarded based on eligibility and assessed financial need.
- **Discretionary Bursary:** Awarded based on individual financial need to pupils who do not meet vulnerable bursary criteria but face financial hardship. Discretionary bursaries support costs such as travel, equipment, subsidised trips, and other essential educational expenses.

Eligibility Criteria

- Pupils aged 16 to under 19 on 31 August 2025 are eligible to apply. Pupils over 19 may be eligible if continuing a study programme started before 19 or if they have an Education, Health and Care Plan (EHCP).
- Pupils must meet residency criteria as per Department of Education Funding Guidance.
- Pupils on distance learning may receive support in-kind for essential costs related to attending exams or other necessary activities.
- Young offenders serving non-custodial sentences or released early may apply.



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Application and Assessment

- Applications open from enrolment, Wednesday 3rd September 2025
- Pupils must complete an application form and provide supporting evidence of financial circumstances.
- All applications are assessed individually, with full consideration of household income, educational costs, and any exceptional circumstances.
- Supporting evidence includes proof of income, residency, and eligibility documents as detailed in the application form.
- Applications received after the deadline (Friday 12th September 2025) will still be considered if appropriate.

Allocation of Funds

- Vulnerable bursaries are allocated first to ensure priority support.
- Discretionary bursaries are allocated based on remaining funds and assessed need, ensuring fairness and equity.
- Funds are limited and therefore amounts awarded may vary year to year depending on demand.

Use of Bursary Funds

Funds may be used to:

- Cover travel costs (e.g., bus passes, travel cards)
- Purchase essential course materials and equipment (e.g., books, stationery, laptops, clothing)
- Cover costs related to work placements, university visits, and career-related activities
- Subsidise educational trips and visits essential to the course of study.

Where possible, support will be provided in-kind rather than cash payments, to ensure funds are used effectively.



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Conditions for Receiving the Bursary

- Pupils must maintain agreed standards of attendance and behaviour.
- Authorised absences do not affect bursary eligibility, but unauthorised absences and holidays during term time may result in payment suspension.
- Payments may be withheld if a pupil withdraws, is absent for four consecutive weeks without intention to return, or misuses funds.
- Support may be reviewed and adjusted throughout the year as necessary.

High Needs Pupils and Supported Internships

- Pupils with EHCPs and high needs are supported through tailored study programmes aligned with their individual aspirations and support requirements.
- Funding for these pupils includes the standard bursary and additional high needs funding provided by the local authority, which covers support costs exceeding £6,000 annually.
- Supported internships for pupils aged 16-25 with EHCPs are full-time study programmes designed to facilitate transition into employment with appropriate support.

Confidentiality and Data Protection

All information provided in bursary applications is treated confidentially and used solely for the purpose of assessing eligibility and administering awards. Data is handled in accordance with UK GDPR and the Data Protection Act 2018.

Appeals Process

Pupils who disagree with the outcome of their bursary application or any withholding of payments may appeal through the school's complaints procedure, details of which are available on the school website.

Contact Information

For further information or assistance with bursary applications, please contact:
Samantha Moore, Head of Sixth Form

Email: smoore@abbey.college