



# ILKLEY GRAMMAR SCHOOL

AN ACADEMY TRUST

## POST 16 BURSARY ALLOCATIONS

### Eligibility:

- Must be under the age of 19 on 31<sup>st</sup> August in the academic year in which they start their programme of study
- Young people who are looked after
- Care leavers
- Those in receipt of universal credit/job seekers allowance
- Those with parents in receipt of universal credit/job seekers allowance
- Disabled young persons in receipt of Disability Living Allowance
- Those currently in receipt of Free School Meals.
- Those whose joint household income is below £30,000 per annum

### Payment criteria:

- **All registration periods are attended**
- **All timetable lessons and study periods are attended.** If a student is on an open day a green form must be signed/authorised to enable payment
- **Attendance must not fall below 95%**
- **Student has no deadline/homework concerns**
- **Payments only to be made as long as the student is registered on role**



## **POLICY:**

- Eligibility will be prioritised to:
  - Looked after students
  - Care leavers
  - Those in receipt of DLA
  - Those in receipt of universal credit
  - Those qualifying for FSM
  
- Eligibility must be evidenced
  
- Amounts paid will vary according to assessment and circumstances.
  
- In kind support includes:
  - Transport (Travel passes/Rail cards, etc)
  - Meals (similar to FSM arrangements)
  - CRB checks (for work experience or part-time employment)
  - Field trips (providing curriculum linked)
  - UCAS fees
  - Travel for Open days
  - Exam resit fees
  
- Assessment: Proof of eligibility
  
- Declaration of change of circumstance
  
- Payments may be ceased if the conditions of the payment criteria are not met
  
- Appeals – Letters of appeal must include documentary evidence in order to be assessed
  
- Fraud:

Anyone found to be fraudulently claiming Bursary payments will have all payments stopped immediately and any payments received may have to be repaid to the school.

***If you think you may be eligible for the Post 16 Bursary please pick up an application form from the Post 16 Office, complete and return to the Finance Office on A Floor marked 'Private and Confidential Bursary Application' by Friday 28st September 2018.***