



Wadebridge School

Limited Company Registered UK (Charitable status)
Company No: 07999988

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Dear Parent/Carer

16 - 19 Bursary Fund and Wadebridge Sixth Form Bursary Fund

Below are details regarding the 16-19 Bursary Scheme and Wadebridge Sixth Form Bursary Fund, which provide financial support for students facing significant barriers to continuing in education or training after Year 11.

16-19 Bursary Fund – this is funded by the EFA (Education Funding Agency – a Government run body)

On enrolment at Wadebridge Sixth Form, students wishing to apply for the 16-19 Bursary will need to complete an application form and provide the necessary evidence of parental/carer income in order for the School to assess whether the student is eligible for financial support. Exact details of the evidence required is set out in the application form and in the School's 16-19 Bursary Policy which can be found on the Sixth Form page of the school website. Students in receipt of Free School Meals will automatically be eligible for financial support from this fund so will not be required to supply financial evidence. Outside this group of students, financial support will be limited to students whose parental/carer income is below the level needed to qualify for Free School Meals (£16,190) and who are in receipt of a means tested benefit. In addition, the School will be able to make a discretionary award to other students aged 16 to 19 who face significant financial difficulties.

The support provided for students is intended to meet individual needs to support those young people who would be unable to stay on in education without financial help and is available for costs such as transport, meals, books, equipment, educational trips etc. (see list at the end of this letter). Payments will be made on the basis of a student meeting set eligibility criteria. It is at the School's discretion to decide on the amount and type of support that is awarded to eligible students. **The student must have their own bank account into which the bursary payments will be made, where appropriate.**

In addition to making any requests for payments, any student eligible for the 16-19 Bursary Fund is able to loan a laptop from the Sixth Form for the duration of their course in order to support their studies.

16-19 Vulnerable Bursary - this is funded by the EFA (Education Funding Agency – a Government run body)

Students aged 16 to 19 who are most in need (students in care, care leavers, **students** claiming Income Support and disabled young people who receive Employment Support Allowance and Disability Living Allowance) will be eligible to receive a bursary of £1,200 a year. This bursary will be administered and paid by the School direct to the student.

Wadebridge Sixth Form Bursary Fund (funded by Wadebridge School)

This bursary can be applied for by students whose parents have an income of less than £31,000 (before benefits) and are in receipt of a means tested benefit, such as Working Families Tax Credit.

Similar to the 16-19 Bursary, Wadebridge Sixth Form awards can be made to offer support for a variety of situations where the young person would be otherwise be disadvantaged in their learning. Again this could include costs such as transport, equipment etc. (see list at the end of this letter).

Application forms are available from outside the 6th Form Office or on the school website. Upon receipt of a completed form the School will activate the assessment process which will identify whether your son/daughter is eligible for financial support. You will then be notified as to the outcome of your application. Please bear in mind that as this is a time consuming process there may be a delay in payment due to processing procedures.

Once a student has been confirmed as being eligible for any of the above bursaries, in order to make any claims they will need to fill in a claim form available from Sarah in the 6th Form Office or from the school website. The total amount of money that is available from the 16-19 Bursary and Wadebridge Sixth Form Bursary are fixed each year. This means that the maximum amount available to be claimed by any one student during a school year varies from year to year depending upon the number of students eligible for the bursaries, and the individual needs of those students.

Further information can be found in on the following websites: www.wadebridge.cornwall.sch.uk/sixth-form/1619-student-bursary and www.gov.uk/1619-bursary-fund.

Yours sincerely



Mr M Streete
Head of Sixth Form

The type of payments that can be made would include the following; this is not an exhaustive list and so students should feel able to come and discuss any other types of requests with Sarah who will be able to give further guidance on this:

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| Transport | We have been able cover the cost of a Cornwall Council Concessionary Bus Pass for all students eligible for a Bursary this year at a cost of £396.00 p.a. paid in three monthly instalments direct to Cornwall County Council). Eligible students who catch a public bus have been able to have their bus fare refunded on a half termly basis. |
| Meals: | We operate a cashless payment system in our school canteens so students requiring financial support towards the cost of meals have been able to request money that they have then put into their cashless payment account. |
| Books: | The cost of text books should be checked before ordering as they are often cheaper if ordered through the school. This also means books can be paid for directly rather than students needing to provide a receipt to claim a refund. |
| Equipment: | Students eligible for the Bursary have had payments for equipment covered in full or part. Examples of equipment covered would be scientific calculator, camera, computer software. |
| Educational visits: | Students eligible for the Bursary have had payments for trips covered in full or part including, among others, Geography Fieldwork Orielton visit (£290), History Cabinet Rooms visit (£150), Physics Cern visit (£600). |
| Open day visits: | Students eligible for the Bursary can apply for the cost of transport to and from university open days to be covered – either refund of train tickets or a mileage allowance if travel by car. |
| Interview costs: | Students eligible for the Bursary can apply for the cost of transport to and from university interviews to be covered – either refund of train tickets or a mileage allowance if travel by car. |
| Exam re-sits: | Students eligible for the Bursary can apply for the cost of an exam re-sit to be covered by their Bursary. |
| Study Support | In accordance with school policy, the Sixth Form HLTA will be monitoring the performance of bursary students and arranging suitable interventions, if applicable. There is an expectation that students who are in receipt of bursary attend the interventions provided. (An example of this could be a lunchtime or Period 6 subject session, or a timetabled 'Study Plus' support session with the HLTA.) |