

HARLOW FIELDS SCHOOL & COLLEGE

Working Together To Succeed



POLICY TITLE: 16-19 Bursary Fund


ADOPTED: September 2025

COMMITTEE: FGB

DATE FOR REVIEW: September 2026

AUTHOR: Kathleen Faherty

POLICY NUMBER: HFP - 55

This policy was updated, to take effect from:	September 2025
School staff were consulted on this document and it was accepted by the personnel committee on:	N/A
It was ratified by the governing board on:	17 th September 2025
Signed by Chair of Governors	



Harlow Fields School & College

Academic Year 2025–2026

1. Purpose

The 16–19 Bursary Fund provides financial support to students facing barriers to participating in education, ensuring they can remain engaged and succeed in their studies. This policy outlines the allocation and management of bursary funds at Harlow Fields School.

2. Total Fund

- Total bursary available: £3,500
- Total 6th Form students: 60
- Maximum individual award: £500 per year

Note: Not all students can receive the full amount. Funds will be allocated based on individual need using a scoring system.

3. Eligibility

To be considered for a bursary, students must:

- Be enrolled in Harlow Fields 6th Form.
- Be aged 16–19 on 31 August 2025.
- Meet residency criteria as per ESFA guidance.

4. Allocation Criteria

Bursaries will be awarded according to financial need and barriers to participation. The following criteria will be scored:



Harlow Fields School & College

Allocation Criteria Academic Year 2025–2026

1. Purpose

The 16–19 Bursary Fund provides financial support to students facing barriers to participating in education, ensuring they can remain engaged and succeed in their studies.

2. Eligibility

To be considered for a bursary, students must:

- Be enrolled in Harlow Fields 6th Form.
- Be aged 16–19 on 31 August 2025.
- Meet residency criteria as per ESFA guidance.

3. Allocation Criteria & Scoring System

Bursaries are awarded based on financial need and barriers to participation. Each criterion is scored, and students with higher scores are prioritised.

Criterion	Points
Household income under £20,000	3
Household income £20,000–£35,000	2
Household income £35,001–£50,000	1
Travel distance >5 miles	1
Significant course-related costs (books, equipment, therapy transport, uniforms)	1
Low household support or other extenuating circumstances	1

Travel & Distance

- Distance from home to school: _____ miles
- Mode of travel: _____

Course-Related Costs

Please list any costs you require support for (tick all that apply):

- ☐ Transport
- ☐ Books / Learning Materials
- ☐ Equipment / Uniform
- ☐ Therapy / Specialist Support
- ☐ Other (please specify): _____

Additional Information

Please provide any additional information that explains why you should be prioritised for bursary support: