



Date: 22/09/2025

Dear students/parents/carers,

Discretionary Bursaries for the academic year 2025-2026

This year we are pleased to be receiving a Discretionary Bursary Fund from the Department for Education (DfE) that has been given to us to use to help learners who are eligible. The bursary fund is to support students who might otherwise be disadvantaged from accessing their learning. Applications for discretionary bursary funds are open to students who are aged 19 or above, have an EHCP and meet the residency criteria in the DfE funding rules. The bursary fund is to help eligible students with essential costs of participating such as, travel to and from college, or to buy essential books, equipment, or specialist clothing that are required for their individual study programme or work placements. These are items that a student would otherwise need to pay for to participate.

Once agreed, and wherever possible, the college will purchase the items on behalf of the student.

The government has set specific rules around the application for the Discretionary Bursary Fund. Please consider the following to see if you can apply:

- Learners must be over 19 but under 25
- Learners must have an education, health, and care plan
- Your total household income must not exceed £30,000 (you will need to send evidence of this with your application form)
- You need to meet the residency criteria

If you believe you are eligible for this funding, please request an application form from the college or you can download one from our website –

<https://www.theparkcollege.org/funding/19-24-discretionary-bursary-fund>

There is also a guide for students which can be found on the government's website as follows [16 to 19 Bursary Fund guide: 2025 to 2026 - GOV.UK](#)

All applications and full supporting evidence must be submitted to the college by Monday 3rd Nov 2025. Please note that our policy is to maintain strict confidentiality in the review and storage of these documents.





A panel will consider applications in November, and we will let you know the outcome shortly after this date, so we can begin any approved purchases for learners as soon as possible.

Should you wish to discuss how the bursary fund can help or need help with completing any part of the bursary application form, please contact the college

Yours sincerely,

Catriona Guyler-Kone
Principal

