



# **Post 16 Provision**

**Financial Support  
for eligible students**

**2020-2021**

## Free School Meals

Students in Year 11 who are currently eligible for Free School Meals will need to **re-apply** prior to the start of their first academic year in Post 16.

Since the introduction of Universal Credit, the eligibility criteria for Free School Meals changed and so to check if you are eligible and re-apply, contact the Free School Meal Team.

### How to apply/Re-apply

Telephone                    01772 531809                    (Lancashire Pupils)

If you are outside the Lancashire area please contact the Family Liaison Officer in school for details of other authority contact numbers. **A delay in applying could mean that school meals will need to be paid for until the application is processed.**

## Pupil Premium - Years 7-11

School receives additional funding, known as Pupil Premium Funding to support students in Years 7-11 who meet a set eligibility criteria defined by the Government. **This funding stops at the end of Year 11.**

## 16-19 Bursary Fund– Years 12-14 (Post 16)

To support students who need financial help to stay in education from Years 12-14 the Government provides a **bursary fund for 16 to 19 year olds**. As a school we must follow the 16-19 Bursary funding guide published by the Education, Skills and Funding Agency. (ESFA). There is an application form to complete and funding is awarded based on criteria for eligibility being met and **where there is an identified financial need.**

## Eligibility Criteria for the 16 to 19 Bursary Fund—All Bursaries

### Checklist 1– All students

- ✓ A student must be aged 16 or over but under 19 at 31 August 2020 to be eligible for help from the bursary fund in the 2020 to 2021 academic year
- ✓ Attending eligible education provision– West Lancashire Community High School
- ✓ Meets the residency criteria– resident in the UK for the last 3 years
- ✓ Evidence of eligibility retained by school

### Vulnerable Bursary and Discretionary Bursary

There are two types of bursaries: **Vulnerable Bursary and Discretionary Bursary.**

**The Vulnerable Bursary** is for students who meet the criteria of the **defined vulnerable group and where there is an identified financial need to support the student.** The vulnerable bursary is **up to a maximum of £1200** per year and is allocated by the ESFA and administered by West Lancashire Community High School.

### Discretionary Bursary

A Discretionary Award will be available for students from families with low household incomes and **where there is an identified financial need to support the student.**

### Checklist 2– Vulnerable Eligibility Criteria

#### Vulnerable Bursary- Eligibility criteria– Set by ESFA– Level 1 funding

*Students who meet the eligibility criteria, and **who have a financial need**, can apply for a bursary for vulnerable groups. The defined groups reflect that these students are unlikely to be receiving financial assistance from parents or carers, so may need a greater level of support to enable them to continue to participate.*

***The defined vulnerable groups are students who are:***

- ✓ *in care*
- ✓ *care leavers*
- ✓ *receiving Income Support, or Universal Credit because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them such as a child or partner*
- ✓ receiving Disability Living Allowance or Personal Independence Payments **in their own right as well as Employment and Support Allowance or Universal Credit in their own right**

### **Checklist 3– Discretionary Eligibility Criteria**

#### **Discretionary Bursary– Eligibility Criteria– Level 2 funding**

Students are eligible for a Discretionary bursary if they meet one of the following criteria:

- ✓ Entitled to free school meals

All eligible students can make an application for a Discretionary Bursary, however priority will be given to those who have not previously received an award or are most in need of financial support.

**The Bursary Fund Committee will determine the amounts awarded for Level 1 or Level 2 funding based on the criteria being met and evidence of need.**

## 16-19 Bursary Fund– Costs associated with Post 16 provision

The 16-19 Bursary Fund is available to eligible students to support the costs of associated with accessing Post 16 provision at West Lancashire Community High School:

1. Lunch in Unit– Students in **Post 16 F/P/T** prepare their own meals, usually one day per week. The charge is £2.50 per day.
2. Trips/Rambles/Duke of Edinburgh Expedition

**Applies to students in Post 16 F/P/T and Learning Suite Transition class.**

3. Resources to support individual pupil needs– includes books, equipment, ICT, independent bus travel and transport, community based work.

**Applies to students in Post 16 F/P/T and Learning Suite Transition class.**

Cost Type	Class	Maximum funding that can be applied for- dependent upon identified need	
		Level 1 funding- Vulnerable bursary	Level 2 funding- Discretionary bursary
Lunch in unit	P16 F/P/T	Up to £90.00	Up to £90.00
Trips/Rambles/Duke of Edinburgh Expedition	P16 F/P/T LST	Up to £150.00	Up to £50.00
Resources to support individual student needs	P16 F/P/T LST	Up to £960.00	Up to £150.00
		<b>Up to a maximum of £1200</b> per eligible student, per academic year	<b>Up to a maximum of £150</b> per eligible student, per academic year



Use the above table as a reference guide in the Bursary Application Form

## **West Lancashire Community High Funding Conditions**

✓ **Students will need to have their own bank account.** If they haven't got a bank account, please let us know and we can advise and support you on your next steps.

✓ **Students must have 95% attendance.** There will be scrutiny of unauthorised absences. We have the right to withhold or reduce payments if attendance is below 95%.

We acknowledge that students with prolonged identified medical needs may not be able to achieve this attendance target, however an attendance target will be agreed in advance of the bursary funding being granted.

✓ **Students must have satisfactory attitude to learning**

✓ **Satisfactory level of engagement in learning**

## **Funding Payments**

Students that are eligible and are awarded a bursary fund will receive termly payments into their bank account. This will be processed by the end of each term.

## Next Steps

- Check that the eligibility criteria is met—Checklist 1
- Check that the eligibility criteria is met for either the :  
  
Vulnerable Bursary—Checklist 2 **or**  
  
Discretionary Bursary—Checklist 3
- Student/Parent to complete the application form and sign
- Include in the application information on student need for Bursary funding up to the amounts specified in table on Page 5
- Enclose a bank statement or letter showing evidence of Student’s bank account including:

**Branch of Bank, Name of account holder, Account number, Sort Code**

- Return the application form and supporting documents to school by

**Friday 9th October 2020**

All applications will be considered by the Bursary Fund Committee before October half Term. The outcome of your application will be sent by letter by 7th November 2020

## Further Information

We are holding a Virtual meeting via Microsoft Teams on Friday 25th September at 11.00 am. If you would like more information on the Bursary Funding and to join the meeting, please email Mrs Holcroft, Post 16 Leader at

Holcroft@westlancs.lancs.sch.uk