**The 16-19 Bursary Fund at Skipton Girls’ High School**

The Government has set up a bursary fund for those studying at publicly funded schools or colleges in England aged 16-19.  Funds from this are allocated to schools that can then award bursaries to provide financial assistance to help with Post-16 studies.   If you receive a bursary, you, or SGHS, can use the money to pay for things like:

* clothing, books and other equipment for your course (such as laptops);
* transport/lunch on days you study or train.

The amount of the bursary could be up to £1200, depending on your circumstances.

***Am I Eligible to Receive A Bursary?***

You are eligible to receive a bursary if you were at least 16 and under 19 on 31 August 2022 and if:

1. You, or your brother or sister, are in receipt of Free School Meals.
2. If the combined family income is less than £22,000 per annum (before tax).
3. If you are a member of a vulnerable group (e.g. Children in Care, Care Leavers, on Income Support or in receipt of both Employment Support Allowance and Disability Living Allowance or Personal Independence Payment in your name).

***What is the Process for Applying?***

1. Return the Bursary Application Form (an initial financial assessment form) to the Finance Office (next to M3) in a sealed envelope marked ‘Sixth Form Bursary Scheme’ as soon as possible.  You can download the form from the school website (in the ‘Post-16’ section on ’16-19 Bursary’) or collect one from the finance office.
2. The finance team will process your application as soon as possible after receipt of your form (at the start of the Autumn Term).
3. You will receive an email to confirm if you are eligible or not and if you are then meet with a finance team member to discuss your costs and then they will confirm your bursary amount and go through the procedures.

Applications are considered very carefully and we would encourage any Post-16 student who believes their current circumstances have led to some financial difficulty to apply, as bursaries are awarded at the discretion of the Headteacher (with the exception of those that automatically qualify due to particular vulnerability).  It is important to note that, should your financial circumstances change at any time during your sixth form studies, you may be eligible for a bursary where once you were not.  Please apply if this is the case.

We aim to process applications as quickly as possible as we understand that, where there is a need for financial support, the sooner this can be put in place the better.  If you have any further questions about the 16-19 Bursary, please do not hesitate to contact Mrs Lofthouse, Assistant Headteacher.