

Our Post 16 Bursary Funds provide financial support to students at The Becket Sixth and applications are welcome. There are two types of bursary and students must be over 16 and under 19 on 31 August of the year they start at The Becket Sixth. Students not eligible for a nominated bursary may be eligible for a discretionary bursary.

Applicants can download a bursary application form from The Becket Sixth website or paper copies are available on request.

Completed forms with the necessary supporting evidence must be returned to our sixth form reception by noon on Friday 22nd September

Students will usually be informed within three weeks of the outcome of their application.

**Nominated bursary**

This bursary is up to £1,200 per academic year and is awarded to:

* Post 16 students in care
* Post 16 care leavers
* Post 16 students in receipt in their own right of Income Support or equivalent Universal Credit who are living independently of their parents or whose parents have died or who are teenage parents
* Post 16 students in receipt in their own right of Disability Living Allowance or Personal Independence Payments and Employment Support Allowance or Universal Credit

**Discretionary bursary**

This bursary is available to Becket Sixth students who are not eligible for a nominated bursary but who live in a low income household. The level of support we can offer is dependent on the total central funding we received shared across the total number of successful applications. The level of funding may vary from year to year.

Students whose family’s financial circumstances change unexpectedly during the academic year should contact the sixth form reception for further guidance.

To allocate the fund The Becket Sixth has adopted the following criteria:

* **Level 1 discretionary bursary** If the student was entitled to free school meals in Year 11 andhas evidence that the household income is less than £19,838 including all state benefits *or* the student was entitled to free school meals in Year 11 and has evidence the household is in receipt of Jobseekers Allowance or Income support they become a Level 1 Bursary student and receive the maximum award available.
* **Level 2 discretionary bursary**If the student has evidence that the household income is between £19,839 - £22,999 including all state benefits *and* the household is in receipt of Child Benefit / Child Tax Credit / Working Tax Credit they become a Level 2 Bursary student.
* **Level 3 discretionary bursary**  
  If the student has evidence that the household income is between £23,000 - £26,999 including all state benefits *and* the household is in receipt of Child Benefit / Child Tax Credit / Working Tax Credit they become a Level 3 Bursary student.

**Conditions**

All bursary payments are directly linked to attendance, behaviour and academic performance. Students with attendance of less than 95% or whose punctuality gives cause for concern may have their payments suspended.

The bursary exists as a pot of money to draw on during the year, we do not pay out the full amount in one go to the student and any money not claimed against expenditure at the end of July 2024 will be returned to the bursary fund. All claims must be supported by a Bursary Claim Form and receipts, where applicable.

Bursary claims can be made for travel by public transport to and from school, books, equipment, stationery, educational visits, exam re-sits, university visits, prom tickets if attendance / attainment criteria are met and school meals to a maximum of £5 per day, by placing money on their Arbor account. Please note that there is a minimum top up for Arbor of £25.

If you need support to complete this form, please contact the sixth form reception.

**Section 1: Student’s details**

|  |  |
| --- | --- |
| First name | Surname |
| Date of birth | Home telephone number |
| Student email | Student mobile number |

**Section 2: Nominated bursary application**Funded centrally, The Becket Sixth will apply on your behalf. Please tick the appropriate box for you.

□ I live in care

□ I am a care leaver

□ I am in receipt of Income Support / Universal Credit in my own right

□ I am in receipt of Disability Living Allowance or Personal Independence Payments and Employment Support Allowance or Universal Credit in my own right

If you are applying for a nominated bursary and have completed section 2, please now go to sections 4.



**Section 3: Discretionary bursary**

When calculating your household income you must include:

* Income from paid employment/self-employment
* Income from benefits including: Income Support, Universal Credit, Employment and Support

Allowance (ESA), Jobseeker’s Allowance (JSA) and Pension Credit

* Working Tax Credit and Child Tax Credit
* Maintenance Payments
* Any other income e.g. investments, property, pensions

**Financial assessment**

Please include full details of all household income from paid employment/self-employment.

|  |  |
| --- | --- |
| **Name of person receiving salary** | **Total per annum (£)** |
|  |  |
|  |  |
|  |  |
| **TOTAL** |  |

Please include full details of household income from all benefits and tax credits.

|  |  |  |
| --- | --- | --- |
| **Name of person receiving benefit** | **Type of benefit e.g. Income support** | **Total per annum (£)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTAL** |  |  |

Please include information on any other household income.

|  |  |  |
| --- | --- | --- |
| **Name of person receiving income** | **Type of income e.g. child maintenance** | **Total per annum (£)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTAL** |  |  |

Once you have calculated your total household income please tick the category for which you are applying:

□ My household income including all state benefits falls below £19,838

□ My household income including all state benefits is between £19,838 and £22,999

□ My household income including all state benefits is between £23,000 and £26,999

If you are applying for a discretionary bursary and do not fall into one of the above categories you must provide proof of family income and provide the relevant evidence.

**Please now continue to section 4.**

**Section 4: Proof of household income / benefit**

You must provide supporting evidence in order for your bursary application to be considered. Please tick below to show which evidence you are including.

|  |  |  |
| --- | --- | --- |
| **Income** | **Evidence required** - one per parent or carer where applicable | **Tick box** |
| Annual salary | P60 for tax year 2022 / 2023 or last week in March 2022 payslip or Month 12 2022 (March) payslip or Working Tax Credit Award notice 2022-2023 |  |
| Income Support / Universal Credit | Entitlement / Award letter dated within the last 3 months |  |
| Job Seekers Allowance | Entitlement / Award letter dated within the last 3 months |  |
| Employment Support Allowance | Entitlement / Award letter dated within the last 3 months |  |
| Incapacity Allowance | Entitlement / Award letter dated within the last 3 months |  |
| Disability Living Allowance or Personal Independence Payment | Entitlement / Award letter dated within the last 3 months |  |
| Carer’s Allowance | Entitlement / Award letter dated within the last 3 months |  |
| Any other state benefit ie. Child Benefit | Copy of parent / carer bank statement showing payment dated within the last 3 months |  |
| Working Tax Credit | Working Tax Credit Award notice marked 2022-2023. Must be for full year and not a partial award. |  |
| Child Tax Credit | Child Tax Credit Award notice marked 2022 – 2023. Must be for full year and not a partial award. |  |
| Grants or bursaries | Copy of relevant paperwork detailing entitlement and amount paid |  |
| Any other income i.e. Child Support, Child Maintenance, income from rental properties | Relevant paperwork |  |

**Section 5: Student bank account details**

Bank name

Branch location

Name of account holder

Sort code

Account number

Building Society roll number

**Section 6: Declaration**

Please read carefully before signing.

I declare that the statements made on this form are true and to the best of my knowledge and belief correct in every respect. I agree to supply promptly any additional information Our Lady of Lords Catholic Academy Trust may request to support my application. I understand that if I refuse to provide the information relevant to my application then my application will not be progressed. I also agree to inform The Becket Sixth reception office in writing of any change in my household circumstances. I agree to repay in full and immediately any sum advanced to me if the information I have given is shown to be false or deliberately misleading.

I am aware that this application and any funding resulting is for the academic year starting in September 2023 only and that I must re-apply in future if support remains needed. I understand that there is no guarantee that I will receive funding in future years even if I am eligible for the current one and that the amount awarded may vary.

Student signature Student name

Parent / carer signature Parent name

Date