

Mulberry School for Girls 16-19 Bursary/Discretionary Fund



Application Form 2020/2021

Please ensure that you have read and understood the school's guidance for applicants before completing this form. Please note: if a bursary is awarded the payments will be made subject to the conditions of the 16-19 bursary terms and conditions being met (see overleaf).

Please complete all information in BLOCK capitals:

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| Surname: | Forename: |
| Date of Birth: | Age at 31.8.21: |
| Previous school name: | Tutor Group: |
| Address: | |
| How long have you been resident in the UK? | |
| Home telephone number: | Parent mobile number: |
| Student mobile number: | Student email: |

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|--|-----|----|
| 1. Are you a young person in care? | Yes | No |
| 2. Are you a care leaver? | Yes | No |
| 3. Are you a young person personally in receipt of income support? | Yes | No |
| 4. Are you a disabled young person personally in receipt of employment and support allowance who is also in receipt of a disability allowance? | Yes | No |
| 5. Are you eligible for free school meals? | Yes | No |

- If you answered YES to any of questions 1-4, please attach evidence of this (see below)¹ with your application form.
- If you answered **YES to question 5**, we will use existing school records to check that you are in receipt of FSM for 2018/19. **You do not need to attach additional proof of evidence.**

In order to receive bursary payments, you must hold a personal bank account. Cheques will be issued to the student in receipt of the bursary payment.

I/we confirm that all the information provided is true and I will notify the school if any circumstances change. I/we understand that the bursary will be provided on the basis that certain conditions set by the school and understand that money may be claimed back if I/we knowingly gave information which is discovered to be false.

Please hand this form in by Friday 12th February 2020 to the FE reception. Make sure relevant evidence is attached if required (Question 1-4 only).

Student signature:

Parent signature:

Date:

Date:

Mulberry School for Girls 16-19 Bursary/Discretionary Fund Statement: 2020/21



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- Students who are in care or a care leaver: provide written confirmation (letter or email) of your current or previous looked-after status from the relevant local authority. The letter must clearly state the local authority.
 - Students in receipt of Income Support: provide a copy of your own Income Support award notice.
 - Students in receipt of Universal Credit: provide a copy of your own Universal Credit Award notice. You must be entitled to the benefit in your own right. You must also provide additional documentation to confirm your independent status, for example a tenancy agreement in your name
 - Students receiving Universal Credit/Employment and Support Allowance and Disability Living Allowance and Personal Independence Payments: provide a copy of your own Universal Credit or ESA award from DWP (UC claimants will be able to print off details of their award from their journal). Evidence of receipt of Disability Living Allowance or Personal Independence Payment, must also be provided.

Mulberry School for Girls will target the 16-19 Bursary fund to help the students in greatest financial need to support them in their education.

Eligibility criteria:

1. Students must be aged 16 or over but under 19 at 31st August 2021 in the academic year in which they start their programme of study and must satisfy ESFA residency criteria
2. Students who are eligible for free school meals and whose household income is less than £16,190 per year (being the 2020/21 earnings threshold for free school meals).
3. A Young Person in Care; a Care Leaver; a young person in personal receipt of Income Support or Universal Credit; a disabled young person in personal receipt of Employment and Support Allowance who is also in receipt of a Disability Living Allowance.

Payments will be made by cheque at the end of each term on the basis of a student's attendance/punctuality and effort/progress during each term, using the following criteria:

- a. More than 95% attendance and punctuality each term
- b. No unresolved stage 2 or 3 commitment interviews logged on SIMs by the end of each term

Students have a right to appeal against a decision if they have evidence that the school has made a mistake and that they have behaved in accordance with the criteria listed above. Appeals should be made to the Director of FE, in the first instance. The deadline for submission of an appeal is 2 weeks after confirmation of the bursary payment has been received.

Students who do not meet the eligibility criteria listed above may be eligible for one-off financial support from the emergency financial hardship fund. A separate application form must be completed for this and submitted to the Director of FE. Applications can be made at any point during the academic year and will be considered on a case-by-case basis.