

Higham Lane School 16-19 Bursary Fund 2026/27

Dear Parents, Carers, and Students,

We want to ensure that financial circumstances are never a barrier to a student's education and success at Higham Lane Sixth Form. The government-funded **16-19 Bursary Scheme** is available to help eligible students cover the essential costs of attending Sixth Form.

Please read the details below to see if your student qualifies and how to apply.

Important Deadlines

- **Early Application Target (30th September 2026):** Applications submitted and approved by this date will receive payments backdated to the start of the Autumn Term.
- **Final Application Deadline: Friday 23rd October 2026.**

What Can the Bursary Be Used For?

Bursary funding is provided specifically to support study-related costs. It **can** be used for:

- Course books, study materials, essential clothing, and specialist equipment.
- Travel and transport costs to and from Sixth Form.
- Course-essential educational visits (e.g. Geography field trip).
- Daily school lunches on days in Sixth Form (if you do not already qualify for Free School Meals).
- Use of a school laptop.

(Please note: Bursary funding **cannot** be used for non-essential or extra-curricular trips. You will be required to provide receipts/proof of spending.)

Types of Bursary & Eligibility

To apply for any bursary, the student must meet basic general criteria:

1. Aged under 19 on 31st August 2026
2. Have been a UK resident for at least 3 years.

1. Vulnerable Student Bursary (Up to £1,200 per year)

Available to students who fall into one of the following high-priority categories:

- Young people currently in care or care leavers
- Students receiving Income Support or Universal Credit in their own name because they support themselves (or support themselves and a child/partner living with them).
- Students receiving Disability Living Allowance (DLA) or Personal Independence Payments (PIP) **plus** Employment and Support Allowance (ESA) or Universal Credit in their own name.

2. Discretionary Bursary

Available to students who do not qualify for the Vulnerable Bursary but face financial hardship. Eligibility is based on household financial need:

- Total household income is **£27,500 or less** per year, **OR**
- The household is currently in receipt of state benefits.

Receiving the 16–19 Bursary does **not** affect any other household means-tested benefits.

How Payments Work

- **Direct Bank Transfer:** Cash bursary payments are paid half-termly in arrears directly into the **student's own bank account** via BACS. (Students must have their own bank account to receive payments).
- **Direct Provision:** Where assistance is requested for laptops, essential trip contributions, or school meals, support is provided directly in-kind rather than via bank transfer.
- **Conditions:** Continued payments depend on full attendance, good conduct, and a positive attitude to learning.

How to Apply & Required Evidence

Applications must be submitted online via the **Higham Lane Sixth Form website**.

When applying, you will need to upload supporting evidence of eligibility:

- **For Vulnerable Bursaries:** Written confirmation of looked-after status from the local authority, or DWP award letters (Universal Credit, PIP, DLA, etc.).
- **For Discretionary Bursaries:** Proof of household income or benefits, such as recent Universal Credit award notices or a P60.

Both the student and parent/carer must sign a declaration confirming all provided information is accurate.

Decisions & Appeals

Applications are assessed by the **Central England Academy Trust Finance Team** in accordance with government criteria. If you wish to appeal a decision, please contact me directly in the first instance.

The Bursary Fund is given to the school each year by the ESFA (Education and Skills Funding Agency) and is strictly limited. However, all applications will be reviewed and awards made according to need as far as possible in accordance with the government's '16-19 Bursary Fund Guide 2026 to 2027'. For further details on eligibility and restrictions, please visit <https://www.gov.uk/1619-bursary-fund>

Best wishes,



Mr T Sears

Assistant Headteacher (Head of Sixth Form)

Higham Lane School

