



Little Gate College

16 to 19 (24) Discretionary Bursary Policy

2024 to 2025



INTRODUCTION

Little Gate Farm is a registered charity in England and Wales (1153584).

SCOPE

From September 2024 Little Gate will be opening its college for young people with high needs aged 16–24-years old. The college receives a combination of funding from the Education and Skills Funding Agency (ESFA) and the individual student's home local authority.

AIM

There are 2 types of 16 to 19 bursaries:

- bursaries for defined vulnerable groups.
- discretionary bursaries which institutions award using policies they set, in line with the ESFA funding rules.

This policy sets out how the college will work with the 'Discretionary' bursary fund. Please see our separate policy, criteria and application process for the 16 to 19 Vulnerable Groups bursary fund.

DISCRETIONARY BURSARY FUND

Each year the ESFA provides the college with made a small allocation of bursary funds to provide financial support to help students overcome specific barriers to participation, so they can remain in education.

Applications for discretionary bursary funds are open to students who are aged 16 to 19 on 31 August 2024, or aged 19 to 24 with and EHC Plan. A bursary will only be paid if attendance and behaviour meet our required standards.

We will need to look at information that sets out your household income. We have set a threshold of **£45,000** to be eligible for a discretionary bursary. This means that the total family household income must not exceed this amount.

Please note that our policy is to maintain strict confidentiality in the review and storage of these documents and any information that we hold.

WHAT IT CAN PAY FOR

The bursary fund is intended to help students with the essential costs of participating in their study programme. Help with the cost of essential books or equipment, uniform for work placements or with the cost of travelling to college, for example. The bursary fund is not intended to support costs not related to education (living costs), extra-curricular activities or provide learning support –



services that colleges give to students – such as counselling, mentoring or extra tutoring.

PAYMENTS

All decisions about which students receive a discretionary bursary, and how much they receive, will be based on each student's individual circumstances and their actual financial need. These will vary from student to student, depending on, for example, their household income, the distance they need to travel to the institution and the requirements of their study programme.

Students who meet the criteria are not automatically entitled to a bursary if they do not meet financial need or their needs are being met from another financial source. They may receive a lower amount of bursary or no bursary at all in these circumstances. Wherever possible, payments will be made in-kind rather than in cash.

OTHER BENEFITS

If you are successful in receiving bursary funding it does not affect receipt of other means-tested benefits paid to families, such as Income Support, Jobseeker's Allowance, Child Benefit, Working Tax Credit, Housing Benefit or, generally, Universal Credit.

HOW TO APPLY

You can download an application form from the website, request that an application form is posted to you or collect one from the college. We can help if you require any further information or have questions about how to complete your application.

Completed application forms, and supporting information, are considered by a panel to ensure that funds are allocated for those students who genuinely need them.

There is also a guide for students (and parents) which can be found on the government's website as follows: <https://www.gov.uk/1619-bursary-fund>