



Chew Valley School 16-19 Bursary Fund 2026/27

Summary

The 16-19 Bursary Fund is allocated to the school by the Department for Education (DfE). It is designed to support post-16 students in full time education with the financial challenges of their continuing education. Students (or their parents/carers) in receipt of the following are eligible for this support. The type of support available varies depending on which of these categories a student (or parent/carer) is eligible for:

Status	Support Available
Young people in care. Care leavers. Young people receiving Income Support or Universal Credit because they are financially supporting themselves, or financially supporting themselves and someone who is dependent on them and living with them such as a child or partner. Disabled young people receiving Employment and Support Allowance, Disability Living Allowance, or Personal Independence Payment in their own right.	Bursary for defined vulnerable groups of up to £1,200 per year
Students in receipt of free school meals or their annual household income is £19,995 or less. Students whose parents/carers are registered as recipients of Universal Credit	Discretionary Bursary

Please note, to receive their 16-19 Bursary payments, students must meet the eligibility criteria for attendance, behaviour and academic standards.

Further details follow, together with an application form to use if you meet the eligibility criteria. If your family circumstances qualify you for free school meals and you are not currently registered, you must make an application for free school meals at the same time as you complete the bursary fund application.

Types of payment

1. Bursary for defined vulnerable groups

Students from this group are eligible for a bursary of up to £1,200 a year, as laid down in the 16-19 Bursary Fund guidance.

We will look at individual cases for these students, based on financial needs. Students will only receive the amount they actually need to participate and not automatically receive £1,200, if they do not require the full amount.

Those eligible are:

- young people in care
- care leavers
- receiving Income Support, or Universal Credit because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them such as a child or partner
- receiving Disability Living Allowance or Personal Independence Payments in their own right as well as Employment and Support Allowance or Universal Credit in their own right

Payment is made by BACS payment directly into the young person's bank account, at the start of each term, in six equal instalments.

2. Discretionary Bursary

Students are eligible for discretionary bursary payments if their parents/carers are in receipt of free school meals or registered as recipients of Universal Credit.

Students are eligible for free school meals if they or their parent(s) are in receipt of:

- *Income Support*
- *Income based Jobseeker's Allowance*
- *Income based Employment and Support Allowance*
- *Universal Credit – regardless of household income*
- *Support under Part VI of the Immigration and Asylum Act 1999*
- *Asylum seeker support*

Application forms for free school meals are available from Bath & North East Somerset's Free School Meals Team on 01225 394317.

Discretionary bursary payments may be made to support each of the following costs:

- Books and equipment
- Field trips and other course related costs
- Examination retake fees
- Public transport for those who live further than two miles from the school
- Costs of attending university interviews and open days

Students must enclose receipts for the expenditure they are claiming.

Funding commitments for 'one-off' discretionary payments will not exceed the total funding available via the DfE 16-19 Bursary Fund. If there is greater demand than funding allows then learners will receive a lower payment.

Payments will be made by BACS payment directly into a bank account at the end of terms 2, 4 and 6.

Applications for the Bursary Fund

Applications for both payment types should be made using the 16-19 Bursary Fund Application form, available from the Sixth Form Office or via the school's website.

Applications should be submitted by 30 September, to make sure enough time is allocated to assess the overall level of demands and make discretionary awards on a fair basis. However, as students' circumstances may change, the application process will remain open for the whole school year.

September 2026

16 – 19 BURSARY FUND APPLICATION

***** **CONFIDENTIAL** *****

Please complete all the sections of this form using **BLOCK CAPITALS**

SECTION 1 – About the Parent/Carer					
Please provide your name as known by the Benefits Agency, Inland Revenue or National Asylum Support Service.					
Surname:				Title:	
First Name:		Middle Name:		Date of Birth:	
Address:					
Postcode:			Email address:		
National Insurance No:			Telephone Nos:		
Do you have a husband/wife or partner living at this address?				YES	NO
If yes, please give details:	Surname:			First Name:	
Have you moved home in the last 12 months?				YES	NO
If yes, please give your previous address:					

SECTION 2 – Confirmation of Parent/Carer benefit received		
Is the parent(s)/carer(s) in receipt of:		
1) Is your child in receipt of free school meals?	YES	NO
Please provide a copy of your letter of eligibility from Bath & NE Somerset Council confirming your entitlement to free school meals.		
2) Are you in receipt of Universal Credit?	YES	NO
As proof of receipt of Universal Credit and income, please provide copies of three of your most recent monthly award statements for Universal Credit (or suitable alternative such as a P60 from the current tax year).		

SECTION 3 – Confirmation of young person's status				
Full Name:		Tutor Group:	Date of Birth:	
Is the young person:				
• in care		YES	NO	
• a care leaver		YES	NO	
• receiving Income Support or Universal Credit		YES	NO	
• a disabled young person receiving Employment and Support Allowance, Disability Living Allowance, or Personal Independence payments.		YES	NO	

SECTION 4 – Bank details of young person (into which the funding will be paid)

Name of young person (as per bank account):	
Bank Name:	
Sort Code:	
Account Number:	

SECTION 5 – Please complete this section if you are applying for a discretionary bursary or a bursary for defined vulnerable groups.**How much assistance are you claiming?**

Books and equipment (maximum £150 per academic year)	£
Field courses and other course-related costs (maximum £300 per academic year)	£
Examination retake fees	£
Public transport to school (maximum £500 per academic year)	£
Costs of attending university interviews (maximum of three visits at £100 per visit)	£

Please note: Receipts must be enclosed for all the expenditure you are claiming.

Declaration

I confirm that the information on this form is correct at the time of completion, and that I will inform the school as necessary if circumstances change.

Signed: _____ (Parent/Carer) _____
(Date)

Signed: _____ (Student) _____
(Date)

Authorised by:

Signed: _____ Business Manager