



NEWLANDS GIRLS' SCHOOL
COURAGE COMMITMENT COMPASSION

Newlands Girls' School

16-19 Bursary Fund 2025/2026

Information for Young People

1. What is the 16-19 Bursary Fund?

The School has been allocated funding from the government to enable us to provide financial assistance to students who face a financial barrier to continuing in their education.

2. What is it for?

The 16-19 Bursary is a limited fund made available for supporting eligible young people with the costs of transport, food, books, educational visits or other course materials or equipment essential to successfully completing their programme of study.

3. Who is it for?

The 16-19 Bursary is targeted towards those young people considered most in need of financial support. The Government has identified a group of young people and have asked that Schools give priority to this group first and offer them a **Priority 1 Bursary**. The School is also allocated funding for **Discretionary Bursaries** for other young people in need of financial support. The School has set **eligibility criteria** to ensure these funds go to those who are seen to need it most. Any young person who meets these eligibility criteria can apply for a **Discretionary Bursary** to help with costs of studying.

4. What are the eligibility criteria?

You can apply for a Bursary if you are aged 16, 17 or 18 at 31st August 2025, meet the national residency requirements and at least one of the criteria listed below.

You can apply for a **Priority 1 Bursary** if you are:

- currently or have previously been looked after by the Local Authority, and/or
- in receipt of Income Support or Universal Credit in your own right; and/or;

- disabled and in receipt of both Employment Support Allowance *and* Disability Living Allowance or Personal Independence Payments.

You can apply for a **Discretionary Bursary** if either:

- your gross annual household income does not exceed **£22,000 even if in receipt of working tax credit** and/or;
- you or a brother/sister, qualifies for Free School Meals (FSM), and/or;
- your parent/guardian/carer(s) receive a certain type of income-based benefit

5. Can I still apply if I don't meet the eligibility criteria?

Yes, providing you meet the age and residency eligibility criteria. The School is keeping back some of the available 16-19 Bursary Fund for exceptional circumstances for one-off payments or additional support.

6. How do I know if I am eligible?

You will need to discuss this with your parent/guardian/carer(s). If you need help to do this, or are not sure what to ask, you can talk in confidence to your Head of Year. There is also an **Information for Parent/Guardian/Carer(s)** document you can take home, which may help.

7. How and when do I apply?

To apply, you must complete the **16-19 Bursary Fund Application Form** and submit this to Mrs Bretherton (Sixth Form Learning Mentor) with the correct supporting evidence by **30th September 2025**. You can apply for a Bursary at any point in the year but those applying before the date above will be given priority. Bursaries can only be made after this date if funds are available. The Bursary scheme will close when the funds allocated have been used.

8. How much is the Bursary?

The Priority 1 Bursary can be up to £1,200 depending on the amount needed by each individual student. There is no set limit for a Discretionary Bursary: the exact amount is dependent on individual circumstances and funds available.

9. How and when does it get paid?

If you apply and are successful, you will need a Bank Account in your own name for the Bursary to be paid directly into. It will be paid in three instalments: November 2024 (50%), January 2025 (30%) and March 2025 (20%) subject to you meeting attendance, punctuality and satisfactory behaviour conditions.

10. How do I find out more?

If you wish to make an application please request a full application pack from **Mrs Bretherton - Sixth Form Learning Mentor as soon as possible**. The application pack will contain the 16-19 Bursary Fund Policy which provides further information, including details on eligibility criteria and supporting evidence needed.

Appendix 1: Are you eligible for a bursary?

