

 Dear parent/carer,

 **16 – 19 Bursary Fund.**

I will be sending out application forms for the above once I have received a response to this letter. Before I do so I would like you to tell me if you believe your child/young person is eligible for either of the bursaries.

To qualify your child/young person must be aged 16 or over and under 19 years on 31st August 2023. Discretionary bursary may be paid to those over the age of 19 if the course started before they were 19. This covers our year 14 students.

1. **Vulnerable Student Bursary:** (this refers to the income of the applicant: child/young person)

Is your child in receipt of Income Support or Universal Credit: Yes/No

Is your child a care leaver or currently looked after in care? Yes/No

Is your child a disabled student in receipt of **both** Disability Living Allowance/Personal Independence Payment **AND** Universal Credit Employment and support? Yes/No

**Or (you cannot apply for both)**

1. **Discretionary Student Bursary:** (this refers to family income)

Is your household income below £40,000 per annum? Yes/No

Please note that current evidence of eligibility will be required to process an application. If eligible and your child is due to go on the Post 16 residential trip, the student contribution will be covered by the bursary.

These bursaries are provided by the government (Skills Funding Agency) to cover the additional cost of education from Year 12 onwards and funds spent **must** be for this purpose only.

It could be used for travel, meals, or clothing whilst on work experience/community visits, books, residential trip, equipment (not available via NHS/Community services). Discretionary bursaries are at the discretion of school. Funds are applied for and managed by school.

The link to the government site:

<https://www.gov.uk/1619-bursary-fund/eligibility>

For further information on eligibility, please check this site.

I will hold a session via TEAMS on **Wednesday 8th November from 11.15-12.15** to answer any questions you may have. If preferred, you may come in to school. The link to join is here: [**https://bit.ly/3ZXiPaC**](https://bit.ly/3ZXiPaC)

 Please cut out and return the section below no later than **Friday 27th October 2023** for my

 Attention (staff, please return to me please)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Child’s name and class:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Best wishes,

 Eileen Robinson: Family Liaison Officer

Email: e.robinson@percyhedley.org.uk

Telephone: 0191 2161811 ext 3260

West Lane, Killingworth

Newcastle upon Tyne, NE12 7BH

Tel: 0191 216 1811

Email: school@percyhedley.org.uk

12 October 2023