

BURSARY FUND

INTRODUCTION

St Helens Chamber wishes to ensure that all students have equal access to our courses, regardless of their financial situation. We offer three types of support to our students on Study Programmes and Traineeships.

The 16-19 Bursary Fund pays a bursary to support young people. Students must be aged between 16 and 18 on 31 August 2017 to be eligible for financial support in the 2017 to 2018 academic year or be aged 19 or over at 31 August 2017 and have an Education, Health and Care Plan (EHCP)

1. Vulnerable groups:

The 16-19 Bursary Fund pays a bursary of up to £1,200 to support young people in one of the following groups:

- ❖ Young people in care
- ❖ Care leavers
- ❖ Those getting Income Support, or Universal Credit in place of Income Support in their own right
- ❖ Disabled young people in receipt of both Employment Support Allowance and Disability Living Allowance or Employment Support Allowance and Personal Independence Payment in their own right

Once evidence is supplied, young people from this group will receive

➤ £23 a week paid into your bank account
➤ Arriva bus pass worth £17 per week if you live over two miles away for your place of study
➤ If a bus pass is not required a payment of £40 a week will be paid into your bank account

2. Discretionary awards:

These awards are for any students who are facing genuine financial barriers to participating in education. St Helens Chamber has established a protocol to allow us to make decisions on who should receive these awards and so we ask for evidence that you, your parent(s) or guardian(s) are in receipt of one of the following:

- ❖ Universal Credit,
- ❖ Job Seekers Allowance,
- ❖ Income Support,
- ❖ Council Tax Benefit,
- ❖ Employment and Support Allowance,
- ❖ Housing Benefit.
- ❖ Household income below £27,000

Once evidence is supplied, young people from this group will receive

➤ Arriva bus pass worth £17 per week if you live over two miles away from your place of study
➤ Where other financial hardship is identified that is preventing the student from progressing the student may put a case in writing to the Work Ready Team Leader (Laura Brogden) for additional support (e.g. clothing or equipment)

3. Those not eligible for bursary fund

The Chamber understands that for those young people not eligible for Bursary Funding, there may still be barriers to attending courses at the Chamber. For this reason we provide bus passes if you intend to travel to your course by bus.

These young people will receive

- Arriva bus pass worth £17 per week if you live over two miles away from your place of study

CRITERIA

- ❖ All of the above funding is reliant on students having good attendance*, following our behavior protocol and making good progress on the course.
- ❖ Evidence of eligibility for vulnerable groups will be in the form of a letter from the relevant agency, e.g. Job Centre OR from the Local Authority regarding care status and be no more than 2 months old.
- ❖ Evidence for the discretionary funding will be in the form of a letter from the relevant agency, e.g. Job Centre OR evidence of household income, and be no more than two months old.

* Where absence falls below 85% in any week, payments may be withheld for that week. Authorised absences will be paid at the discretion of the Work Ready Team Leader.

HOW TO APPLY

If you feel you are eligible for financial support from St Helens Chamber please ask for a Bursary application form from your Career Coach. Please return your completed form along with relevant evidence to the Work Ready Team Leader, who will inform you of the outcome of your application in writing within 3 working days.

Please note we cannot backdate any payments due to delay in receiving application forms.

APPEALS

If a student is unhappy with any element of the financial support, they should contact their tutor in the first instance and if still not satisfied they should contact Laura Brogden, Work Ready Team Leader on 01744 742011 who will give a response within five working days.