



Rigby Lane, Bromsgrove, Worcestershire B60 2EP

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17<sup>th</sup> June 2020

Dear Parents/Guardians

Rigby Hall School receives an annual allocation of 16 – 19 Bursary Funds from the Education and Skills Funding Agency to support young people aged between 16 – 19 years old who struggle with the cost of full time education or training.

To be eligible to receive bursary students must be over 16 and under 19 years of age on 31 August in the academic year in which they start their course.

- The 16 – 19 Bursary has two elements – Vulnerable Group and Discretionary Awards –
- please note that to be able to be eligible for the Vulnerable Group Bursary the pupil will need to either be a Young Person in Care or
- 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**

### **Vulnerable Group Bursary Award**

To apply for the vulnerable group bursary payment of up to £1200 if in financial need, your child must to be in one of the four vulnerable groups detailed below and will need to send in evidence with their application.

- **Young People in Care**
- **Care Leavers**



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- **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**

### **Discretionary Bursary Award**

The school will make individual discretionary bursary awards that best fit the needs and circumstances of our students.

To be eligible for the discretionary bursary, students must be facing financial barriers to participation and need help to stay in education. Students applying for a **Discretionary Bursary Award** will be asked to provide evidence that demonstrates they or their parents/carers are in receipt of a means- tested benefit or are in financial hardship. We will use our discretion to make awards to students in ways that best fit their needs and circumstances – please note that this is a very limited fund.

Priority for these discretionary awards will be given in the first instance to those students eligible for **Free School Meals**.

Please note that we only have a small pot of money for the discretionary award and there is a chance that it will be distributed between everyone that applies so may not be enough to cover your school transport costs.

All pupils applying will have to have their own bank account so if you want to apply can I politely suggest that you contact your bank to make these arrangements asap as this can delay and potential payment.

I enclose a copy of our Bursary Policy for your information and an application form should you wish to apply. **Please return the completed form to me in the stamped addressed envelope by Friday 4<sup>th</sup> July.**

If you have any queries, please do not hesitate to contact me via email

[tkesterton@rigbyhall.worcs.sch.uk](mailto:tkesterton@rigbyhall.worcs.sch.uk)

Yours sincerely

T Kesterton  
School Business Manager



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