

Student Bursary Scheme

Introduction

Rodillian Academy is committed to doing its best to help all students to access the education it provides and undertakes to help its students financially when possible. We have a small amount of funding to distribute for the purpose of discretionary student bursaries. The discretionary bursary scheme covers expenses for example, laptop, travel, meals (if not eligible for free school meals), books and equipment. If you feel that you are in difficult financial circumstances, we would not want this to prevent you from getting the most out of your time with us and we will therefore consider applications for a discretionary bursary payment. Students may apply for one, or more of the available discretionary bursaries listed below. The academy follows strict guidelines and criteria when awarding discretionary bursaries, and there is no guarantee that if you are awarded one type of discretionary bursary you are automatically entitled to any other type of discretionary bursary.

In addition to the discretionary bursary scheme, we may be able to help with further advice and guidance for any of our students who are in financial difficulty. If you meet the eligibility criteria, the school will be able to help you claim for a vulnerable bursary up to the value of £ 1200, from the Student Support Bursary Service. For further details of this type of bursary, to find out if you are eligible and how to claim please contact reception.

There are conditions for receiving the bursary, and students will be expected to have regular attendance and punctuality, and exhibit good behaviour whilst being on roll at the school. Should a student fail to comply with the conditions, a meeting will be held to address any concerns, and should there be no improvement by the student, then the bursary may be withdrawn without notice.

Eligibility Criteria for all discretionary bursaries

The eligibility criteria for all discretionary bursaries are as follows (they will be applied in the following order of priority):

All applicants must be aged over 16 and under 19 at 31st August before the academic year in question

1. **Your household income** (in most cases applicants with a household income of **below £20,000** will be eligible for this bursary. **Successful applicants will be required to provide evidence of the information provided**).
2. **The total cost of your daily, return journey to the Academy** (after receiving all applications, the journey cost of all applicants will be compared, and this will inform the

distribution of funding. **Successful applicants will be required to provide evidence of the information provided).**

3. **Family Circumstances** including single parent families, or where a student is a Carer, or where there are a number of dependent children in the family, or is a teenage parent themselves.
4. **Other criteria** includes students who are eligible for free school meals or are/have been a "Looked after child" in the last three academic years. However, these students are not automatically entitled to a bursary but their circumstances may mean they fall into the categories in 1 – 3 above. So please indicate if your son/daughter is in receipt of free school meals.

Evidence to support your application

If your application is successful you will need to provide evidence as follows:-

1. Household income:-
Rodillian Academy defines 'household income' as the gross income of you and any parent(s)/carer(s) that you live with. The figure is 'gross', i.e. before tax is taken off, and includes salary, benefits payments, interest income, etc. Acceptable forms of evidence include:-
 - A HMRC P60 'End of Year' certificate
 - Payslips from the last three months of employment
 - 3 months of bank statements
 - A benefits statement(s) issued by a national or local government institution.

Other evidence may be accepted (at the discretion of the Head Teacher).

2. Family circumstances:-
 - These must be outlined on the application form, and disclosed at time of enrolment, unless circumstances change during the academic year.
3. Free School Meals / Looked after child
 - Letter/email from previous school confirming eligibility of free school meals, or confirmation as a Looked after child.