

Anglo European School



Sixth Form Bursary Statement 2026/2027

AES SIXTH FORM BURSARY SCHEME

1.What is the bursary for?

The 16 to 19 Bursary Fund provides financial support and is intended to help students with essential costs so that they can remain in education. For example, to help with the cost of essential books or equipment or with the cost of travelling to school.

2.Who is eligible for a bursary at AES?

To qualify, students must be aged under 19 on the 31st of August in the academic year in which they start their programme of study. Additionally, students must be a legal resident of the UK or registered asylum seeker. Students must be completing a 16-19 study programme.

Please Note: The bursary payment to schools is a fixed amount and varies annually. It is not based on a per student means testing mechanism. Therefore, the amount paid to each eligible student will depend on the amount provided, the number of students who apply and which categories they fall into on an annual basis.

There are two types of bursaries: -

Vulnerable Student Bursary for those who are: -

- Students in care or who have recently left local authority care *
- Students receiving income support or universal credit in their own name because they are supporting themselves, a partner or child.
- Receiving Disability Living Allowance (DLA) or Personal Independence Payments (PIP) as well as Employment and Support Allowance (ESA) or Universal Credit (UC) in their own right

*** A 'care leaver' is defined as:**

1. a young person aged 16 and 17 who was previously looked after for a period of 13 weeks consecutively (or periods amounting to 13 weeks), which began after the age of 14 and ended after the age of 16; or
2. a young person aged 18 or above who was looked after prior to becoming 18 for a period of 13 weeks consecutively (or periods amounting to 13 weeks), which began after the age of 14 and ended after the age of 16.

Discretionary Bursary: Level 1

- Students can apply for this if they are not eligible for the Vulnerable Student Bursary. This helps support students for whom finance may be a barrier to continuing in full-time education. It is considered in the light of parents' and carers' financial circumstances relating to the current tax year, considering total household income of no more than £25,000 per annum, where any of the following benefits are claimed: -
- Universal credit (dependant on your household income).
- Income support.
- Income based job seekers allowance.
- Income related employment and support allowance.
- Support under Part VI of the immigration and Asylum Act 1999.
- The guaranteed element of the State Pension Credit.

Discretionary Bursary: Level 2

Students can apply to support essential educational provision based on hardship if they do not meet the criteria above. This is subject to funds available and must support essential educational needs. Students are considered for this bursary if their household income is below £35,000 per annum.

3.What evidence will you need to provide to support your application: -

Students should provide evidence to support their eligibility by presenting relevant documents such as: -

- Letters from the Department of Work and Pensions setting out the benefits you are entitled to. If in receipt of Universal Credit, we require a copy of the latest three statements in full.
- Local authority letters supporting the fact that the student is in care.
- A P60 for all jobs worked in this financial year. This is required in addition to your Universal Credit statements.

4.How and when will the bursary be paid to a student?

If eligible, all payments to students will be made as a payment in kind through purchase of resources on behalf of the student or in some circumstances a reimbursement by bank transfer. This will be based on each student's individual needs as assessed in the application. The first payment made will be backdated to the first school day in September.

5.How do you apply?

To apply, please complete the online application form available on the school's website by 25th September. Applications will not be processed unless supporting evidence has been submitted to finance@aesessex.co.uk. All applications are confidential.

6.Student Compliance:

The continuation of bursary payments depends upon the following conditions being met by the student: -

- Attendance must not fall below 90% unless extenuating circumstances occur which are agreed by the Headteacher
- Adherence to the standards of behaviour and effort agreed in accordance with school policy.
- There will be no payment during school holidays including any holiday taken during the school term.
- In the case of a medical appointment, a letter or appointment card explaining the absence must be handed into the Sixth Form Office.

In the event of any disagreement with a non-payment decision the student must supply supporting evidence to the Finance Office within 10 working days.

7. What the Bursary Fund cannot be used for:

- Provide learning support – services that institutions give to students. Examples include counselling, mentoring or extra tutoring or support such as servicing laptops/tablets.
- Support extra-curricular activities that are not essential to the student's study programme goals and course objectives.
- Support the costs of foreign/overseas field trips where the content can be found within England at a much cheaper cost and/or to support the costs of fields trips that are not an essential part of a student's study programme goals/qualification/s or course objectives.
- Support general household incomes/general living costs (rent, bills, wi-fi and so on). This is out of scope and any such payments would be subject to the Social Security Amendment (Students and Income-related Benefits) Regulations 2000.

9. Fraud and Recovery of funds

The Department of Education guidelines state that students and their families should be made aware that giving false or incomplete information that leads to incorrect/overpayment may result in future payments being stopped and any incorrectly paid funds being recovered. This might result in a referral to the police with the possibility of the student and/or their family facing prosecution.