



HEADTEACHER

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THE LATYMER SCHOOL BURSARY FUND POLICY 2011/12

INFORMATION SHEET FOR PARENTS AND STUDENTS, 12TH SEPTEMBER 2011

BACKGROUND:

The Educational Maintenance Allowance (EMA) was a means tested benefit giving a weekly payment to some students in fulltime education of £30, £20 or £10. The testing and payment was made by an outside agency but the school took responsibility to collect data on attendance and work and gave permission to pay. From September 2011 EMA will be "replaced" by a Bursary Fund. However it is not a replacement as the total sums are a lot lower and the responsibility for the administration of the fund is now entirely with the school. However, students in Year 12 in 2010/11 who received the highest payment (Level 1) of £30 will continue to get the same payment and it will be administered in the same way. Those students will be given notice by the Learner Support Service. They will also inform those who are no longer eligible (those on £20 and £10 in 2010/11) to confirm the change but they will also be advising them that they may be able to receive support from the 16-19 Bursary Fund. Schools have been advised to hold a contingency fund equivalent to 10% of the total fund allocated to allow for changed circumstances and new applicants during the school year.

The school governors are meeting on October 18th to decide the policy but we are advising parents/carers to read the following and take the appropriate action in advance of the policy being implemented.

The 16-19 Bursary Fund has two elements:

1) STATUTORY ELEMENT

Young people in care, care leavers, young people in receipt of income support and disabled young people in receipt of Employment Support Allowance who are also in receipt of Disability Living Allowance will all be eligible to receive a bursary of £1,200 a year. Evidence needs to be provided by the student to the Sixth form Administrator, Ms Daly by **Friday October 14th at 2pm** such as a letter setting out the benefit to which the young person is entitled and/or written confirmation of the young person's current or previous looked-after status from the local authority which looks after them or provides their leaving care services.

2) DISCRETIONARY ELEMENT

Discretionary bursary payments are available for students facing financial barriers to participation in essential educational activities. Students in receipt of Free School Meals may be entitled to this payment. Parents should apply to their Local Authority if they think they are entitled to Free School Meals. Bursary payments to eligible students will be based upon this list so it is important that the school bursar has an accurate list. Applications should be made to the London Borough of Enfield. For further information please see the following link:

http://www.enfield.gov.uk/info/4/education-grantsfree_school_meals/31/free_school_meals/2

More information will be provided after the governing body have determined the policy. Any payments will be backdated to the beginning of the term.

Yours sincerely

Mark E Garbett
Headteacher