

The Grove Sixth Form

Post 16 Bursary Information
and Guidance



grove

sixth form

What is the 16 – 19 Bursary Fund?

Am I eligible?

The government provides a bursary fund to all Sixth Form providers to support students aged 16 to 19 years who are in fulltime education. The responsibility for allocating the bursary funds lie with the Sixth Form provider using guidelines provided by the Government.



Priority 1 Group

In care or care leavers and students receiving independent financial support.



Priority 2 Group




Student from families where the income does not exceed £16,190.



Discretionary Priority 3 Group

Students who have been identified as having genuine barriers to participating in aspects of their education but may not meet eligibility criteria for priority group 2.

Criteria for payments

Banding	Criteria	Supporting evidence required	Bursary amount
Priority 1 Group 	In care or care leavers and students receiving independent financial support.	LA letter for those young people in care or are care leavers. Documented evidence required from support agencies for all other categories.	£1,200 Per year
Priority 2 Group 	Student from families where the income does not exceed £16,190.	Evidence of benefit payments. See further guidance on priority group 2 information page.	up to £600 per year
Discretionary priority 3 Group 	Students who have been identified as having genuine barriers to participating in aspects of their education but may not meet eligibility criteria for priority group 2.	Relevant documentation dependent on circumstances for application	Up to £300 per year

Priority Group 1

Group 1 follows statutory guidance for the provision of young people meeting the criteria of the following identified groups:

- In care or care leavers
- A student in receipt of Income Support or Universal Credit who is supporting themselves or a dependent
- A student receiving Personal Independence Payments/Disability Living Allowance and Employment Support Allowance/Universal Credit.
- These students could receive up to £1,200 as allocated by the Education Funding Agency (EFA) and administered by The Grove Sixth Form.

Students in this category will be eligible for Free School Meals and support with transport where appropriate.

Priority Group 2

Group 2 bursaries will be available to students whose families meet the following criteria:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance (ESA)
- Support under part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))
- Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit.
- Universal Credit with net earnings not exceeding the equivalent of £7,400 pa (after tax and not including any benefits you get) Students in this category will be eligible for Free School Meals and support with transport where appropriate.

Discretionary Priority Group 3

- Discretionary priority group 3 bursaries will be available to students whose students do not meet the criteria for groups 1 and 2.
- Students are identified as having genuine barriers to participating in aspects of their education.
- This fund will remain open throughout the year as a 'Hardship Fund' to cover costs such as trips, textbooks and UCAS payments.
- Awards to group 3 will be made at the discretion of the school.

How to Apply

Requests for bursary items should be made using the online forms on, the Grove School and Sixth Forms website, throughout the year.

Bursary application form

[Bursary Application Form](#)

Bursary re-application form (Year 13)

[Bursary Re-application form](#)

Bursary order form

[Bursary Order Form](#)

Terms and conditions

Conditions will be made according to the following criteria:

1. In the event of bursary funds being over-subscribed, The Grove Sixth Form will prioritise Priority 1 applications before awarding Priority 2 & 3 applications.
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3. The discretionary allowance may be withdrawn if these criteria are not met. (please see next page).
4. Electronic equipment will be purchased through our IT team from our approved supplier.
5. Bursary funded items, such as books or other equipment (laptops, camera, I-pad or any other high value item) must be returned at the end of the final study year and purchased through our IT team from our supplier.
6. Applicants are under the age of 19 on the 31st August 2025.
7. Items should be purchased through the school or discussed with the Head of Sixth Form, for payment method approval, prior to any purchases made.
8. Students will need to re-apply each academic year to ensure their personal and financial circumstances have not changed. A bursary re-application form can be found

Criteria for the ongoing receipt of bursary funding

Payments of bursary

Receipt of bursary funding is subject to the young person having complied with the following conditions:

- Attendance and punctuality (including Tutor Time) – No unauthorised absence, overall attendance 97+%
- Behaviour – No cause for concern
- Appearance – No cause for concern with regards to the Sixth Form Dress Code
- Academic Performance – adhere to all deadlines for homework and coursework, achieve expected level of progress for each subject, throughout the year

The discretionary allowance may be withdrawn if these criteria are not met.