

## FE Bursary Policy 2023-24

### Policy Statement

City of Bristol College bursary funds are designed to widen participation and to support our students to attend college and achieve their goals, as well as to support their general welfare. The funds are distributed in accordance to Education and Skills Funding Agency (ESFA) and West of England Combined Authority (WECA) funding rules.

### Scope

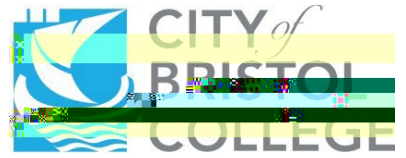
The College receives an allocation for the following:

1. Vulnerable bursaries (16-18, EHCP)
2. Discretionary bursaries (16-18, EHCP)
3. Free Meal Fund (16-18, EHCP)
4. Care to Learn (16-19)
5. Loan Bursary Fund (19+ Advanced Learner Loan approved students)
6. Hardship Funding - Discretionary Learner Support Fund (19+ ESFA/WECA funded students)

Funds are allocated to students who demonstrate a financial barrier which impacts on their learning, and this is based on household income. All funds have published financial eligibility criteria which are also detailed in the bursary application forms.

Student Services will retain copies of any documents the student has signed to give formal agreement to their bursary fund conditions, including the impact on payments if they do not attend, meet their commitment targets





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less than £21,000. Support is available for accommodation, travel, course materials and equipment, childcare and classroom assistance for a disability or learning difficulty (once assessed by the College).

Students will need to be approved for the loan and pass the initial liability point (2 weeks (14 days) of attendance) for the college to claim the loans bursary fund to support them.

Students will be expected to use any free childcare funding they receive to cover the course hours, and the bursary will support additional hours. Childcare funding is only available for childcare delivered by OFSTED registered providers.

The cost of books, uniforms and equipment costs are usually charged direct by the curriculum area and the items are purchased on behalf of the student. The costs available are defined for each course to meet the needs of that course. Travel is paid on days of the timetabled course for individuals where the home to college journey is more than 3 miles.

## 6. Discretionary Learner Support Fund (for 19 plus students)

Students aged 19.

- travel by train – full fare can be claimed
- travel by taxi where appropriate – full fare can be claimed
- travel for work placements

A cap may be applied on paying for travel over 30 miles, this cap may be lifted if there is evidence that the course studying is specialist and not available at a provider that is closer to the student's home address. This will be assessed on a case by case basis and may not be awarded for the full amount requested.

Students should keep receipts showing that the award is being spent as intended, checks may be carried out to ensure the funds are being used for their intended purpose.

## Attendance / Ontrack

All awards are subject to one of the following:

- a) minimum attendance of 85% in all subjects/courses
- b) meeting the agreed targets detailed in your Commitment Statement
- c) formally agreed as an exceptional circumstance .1 (l)-nk1 (l)-nk1 (um)-2anc ( ar)-6.4 (n )-24. (l)-nk1 (um)-2a ( a f)-13.  
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