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Equality Impact Assessment Tool

Name of Policy: Bursary Policy

		Yes/No	Comments
	Does the policy/guidance affect one group less or more favourably than another on the basis of:		
	Age or ethnicity	No	
	Disability	No	
	Gender	No	
	Religion or belief	No	
	Sexual orientation	No	
	Age	No	
	Marriage and Civil Partnership	No	
	Maternity and Pregnancy	No	
	Gender Reassignment	No	
2	Is there any evidence that some groups are affected differently	No	
3	If you have identified potential discrimination, are any exceptions valid, legal and/or justifiable	N/A	
4	Is the impact of the policy/guidance likely to be negative/	No	
5	If so, can the impact be avoided	N/A	
6	What alternatives are there to achieving the policy/guidance without the impact	N/A	
7	Can we reduce the impact by taking different action	N/A	

Bursary Policy

This document sets out the College's policy on the calculation of eligibility to, and payment of bursaries. The schemes are designed to support as many students as possible in a fair and equal manner.

1. General

The College currently distributes four bursary funds on behalf of central government, namely:

- 6- Vulnerable Bursary Scheme
- 6- Discretionary Bursary Scheme
- + Discretionary Bursary Scheme
- Advanced Learning Loans Bursary.

2. These are separate funds, and it is not possible to transfer from fund to fund. As such, the four schemes may experience different terms and different rates of payment throughout the year.

3. There is also an additional fund that can help with childcare for students aged up to 20. This is administered by central government directly and is called "Care 2 Learn", and can be applied for through Student Support.

4. There are also a number of funds operated by charitable trusts that only cater for certain cohorts of students. Advice on these is available from Student Support.

Bursary applications must be made before the October half-term holiday. At this time, they will be paused temporarily and reviewed to ensure that they are helping the majority of students. If the fund(s) allow, then one or more of the schemes may re-evaluate your eligibility for bursary support.

The College is responsible for setting a threshold for 6- Discretionary, + Discretionary Bursary and the Advanced Learning Loans Bursary, over which they will not qualify for support. This varies according to the fund applied for, and is set out below.

The College will retain a small proportion of each fund for use as a hardship fund. This will be administered by Student Support and will only be used when it is considered by a member of staff that a period of genuine hardship is occurring, and a modest one-off payment or equipment purchase will create a positive outcome for a student. This cannot be used for regular or ongoing expenses, as this will inhibit its reach within the student population.

10 For the purposes of this policy, household earnings includes:

- Earnings from employment
- Job seekers allowance
- Employment & support allowance
- Universal credit
- Pension (both old age and private)
- Working tax credits
- Child tax credits
- Other regular income (such as child maintenance income)

But specifically excludes:

- Housing benefit
- Child benefit
- Disability living allowance or personal independence payments

Students aged under 24 must provide these details for all persons living at the address, including siblings of the same ethnicity.

4. 1 + Discretionary Bursary Scheme

4. This scheme pays out to all eligible students with household earnings (as defined in paragraphs 1.0-1.3) of less than £25,000.
- 4.2 These payments may be paid directly to a supplier on the student's behalf, or the student may be required to submit receipts as proof of purchase.
- 4.3 Students aged 20 and over with children, can also apply for assistance with childcare (see paragraph 1.6). Any assistance with childcare is subject to a cap of

. **change of circumstances**

6.

