

Financial Support Policy 2026/27

1. Purpose

The purpose of this policy is to establish the principles by which financial support will be distributed for the following funds:

16-19 Bursary Fund (discretionary) inc. Free Meals
16-19 Bursary Fund (vulnerable)
19+ Learner Support Fund
Adult Loans Bursary Fund

Financial support is designed to help students facing financial hardship overcome specific barriers to participation to they can remain in education. **These funds are allocated to the College on an annual basis.** Please see Appendix A for specific annual figures.

2. Policy

2.1 Eligibility:

16-19 Bursary Fund (discretionary) inc. Free Meals

This fund is discretionary and therefore is allocated in accordance with funding guidance and criteria set by the College.

Students applying for this fund must meet the following criteria:

Be aged 16 or over and under 19 and 31st August in the academic year in which they start their programme of study, or aged 19 or over if they are continuing on a study programme they began aged 16 to 18 (19+ continuers) or have an Education, Health Care Plan (EHCP)

Free College Meals (known also as Lunch Entitlement) are available to learners who are aged between 16 and 18 (or 19+ continuer or 19+ with an EHCP) and in receipt of if their household receives certain benefits, including Universal Credit. Evidence of eligibility will be checked on an annual basis. Households may also be entitled to a meal if they:

- are in receipt of income-related Employment and Support Allowance
- receive the guarantee element of Pension Credit
- meet criteria set out in separate guidance for [families with no recourse to public funds](#)

16-19 Bursary Fund (vulnerable)

Students who meet one of the 4 criteria below (plus the above criteria for age and residency, this excludes anyone over the age of 19 on the 31st August in the academic year in which they start their programme) and who have a financial need, can apply for a bursary of to £1,200 per year (only if on a study programme that lasts for 30 weeks or more; a pro-rata amount is paid to students on study programmes of less than 30 weeks).

The defined vulnerable groups are students who are:

- In Care (young people in the care of the local authority).
- Care Leavers (previously looked after young people).

- Receiving Income Support or Universal Credit because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them living with them such as a child or partner.
- Receiving Disability Living Allowance or Personal Independence Payments as well as Employment and Support Allowance or Universal Credit in their own right.

19+Learner Support Fund

Students applying for this fund must meet the following criteria:

- 19 or over on 31st August in the academic year in which they start their programme of study.
- Studying a course funded by the Adult Education Budget from the Education and Skills Funding Agency (ESFA).

Adult Loans Bursary Fund

Students applying for this fund must meet the following criteria:

- Have received approval on their Advanced Learner Loan.

2.2 Evidence of Need and Hardship:

Truro and Penwith College will obtain proof in line with Government guidance, that a student meets the eligibility criteria and assess the student's need for financial support.

Truro and Penwith College will consider household income in conjunction with other contextual factors to determine need, factors such as the number of dependent children per household.

3. Implementation

3.1 Administration of the Funds:

- All funds are allocated in accordance with the Education Skills and Funding Agency (ESFA) guidance and are subject to the College's governance and audit regimes.
- In line with national guidance, the College may use up to 5% of the 16-19 Bursary fund allocation administrative costs.
- All students wishing to apply for financial support should complete the application form and provide relevant evidence and information.
- Financial support applications are assessed individually using the eligibility criteria, government guidance and relevant evidence.
- Financial support awards for the following awards are dependent on funding the College receives. Early application is advisable, as funds are limited and financial support may not be offered in all circumstances. The College has the right to close the application process due to insufficient funds.

Receipt of financial support awards is conditional on student's adherence to the Students Learning Agreement and Student Code of Conduct. **Failure to meet the conditions of attendance, behaviour and punctuality could result in the award being withdrawn.** The College reserves the right to withdraw funding at any point.

3.2 Appeals and Complaints

If a student wishes to appeal against any decision relating to financial support, then the appeals procedure below should be followed:

- Appeal in writing to the Team Leader for Student Services within 7 days of being notified of the award
- A response will be provided within 7 days.

If a student wishes to make a complaint relating to financial support, the College Complaints procedure should be followed.

4. Associated Documentation

Education Act 2011

Equality Act 2010

Education Skills and Funding Agency Regulations

Education Reform Act 1988

16-19 Bursary Fund Guidance

Free Meals in Further Education Guidance

Advanced Learner Loans Guidance

Learner Support Fund Guidance

5. Monitoring, Review and Evaluation

This policy will be reviewed every year to comply with changes to the Government guidance.

Appendix A: 16-19 Bursary Fund (Vulnerable and Discretionary).

A Band

For students in care, care leavers, living independently claiming UC and claiming ESA & PIP or DLA where actual participation costs have been assessed (16-18 bursary- Vulnerable)

- Free bus pass.
- Receive FSM to the value of £4.50 if in receipt of Universal Credit (those in receipt of income related support allowance, guarantee element of pension credit and/or meeting the criteria set out in 'families with no recourse to public funds' may also be eligible).
- Help with essential kit and equipment: reimbursement of 50% of the costs of essential kit and equipment, as set out by the course's essential participation costs. Your refund will be awarded when you provide receipts and will be paid after October half term.
- If doing art/photography/ media-based course- £80 shop voucher. If only one 'art based' A-level, then £40.
- Support with public transport or park and ride fees up to £150 per year for students attending a compulsory work experience who are unable to access their placement under their normal bus ticket. E.g. Bus timetable does not operate early enough to get to placement on time.
- Support with University visits, £50 towards travel and £25 towards accommodation. Students can access this up to three times.

B Band - For Household Income under £25,000 (16-18 bursary- discretionary)

- Pay £200 per year for bus pass.
- Receive FSM to the value of £4.50 if in receipt of Universal Credit (those in receipt of income related support allowance, guarantee element of pension credit and/or meeting the criteria set out in 'families with no recourse to public funds' may also be eligible).
- Help with essential kit and equipment: reimbursement of 50% of the costs of essential kit and equipment, as assessed by the course essential participation costs. Your refund will be awarded when you provide receipts and will be paid after October half term.
- If doing art/photography/ media-based course- £80 shop voucher. If only one 'art based' A-level, then £40.
- Support with public transport or park and ride fees up to £150 per year for students attending a compulsory work experience who are unable to access their placement under their normal bus ticket. e.g. Bus timetable does not operate early enough to get to placement on time.
- Support with University visits, £50 towards travel and £25 towards accommodation. Students can access this up to three times.

C Band- For Household Income £25,001 - £35,000: (16-18 bursary- discretionary)

- Pay £450 per year for bus pass
- Receive FSM to the value of £4.50 if in receipt of Universal Credit (those in receipt of income related support allowance, guarantee element of pension credit and/or meeting the criteria set out in 'families with no recourse to public funds' may also be eligible).

- Help with essential kit and equipment: reimbursement of 50% of the costs of essential kit and equipment, as assessed by the course essential participation costs. Your refund will be awarded when you provide receipts and will be paid after October half term.

D Band: For Household Income £35,001 - £50,000: (16-18 bursary- discretionary)

- Pay £800 per year for bus pass.

E Band: For Household Income £50,000+:(16-18 bursary- discretionary)

- Pay maximum of £850 per year for bus pass

19+ continuers

Students over 19 who are continuing the second year of a 2-year course will be funded as above.

19+ learners (Level 2).

A Band- For students meeting care leaver criteria completing level 2 course.

- Free bus pass
- Receive FSM to the value of £4.50.
- Help with essential kit and equipment: reimbursement of 50% of the costs of essential kit and equipment, as set out by the course's essential participation costs. Your refund will be awarded when you provide receipts and will be paid after October half term.
- If doing art/photography - £80 shop voucher/ £40 for one Art A level.
- Support with public transport or park and ride fees up to £150 per year for students attending a compulsory work experience who are unable to access their placement under their normal bus ticket. E.g. Bus timetable does not operate early enough to get to placement on time.
- Support with University visits, £50 towards travel and £25 towards accommodation. Students can access this up to three times.

B Band- For Income under £25,000 where actual participation costs have been assessed:

- Pay £200 per year for bus pass.
- Receive FSM to the value of £4.50.
- Help with essential kit and equipment: reimbursement of 50% of the costs of essential kit and equipment, as assessed by the course essential participation costs. Your refund will be awarded when you provide receipts and will be paid after October half term.
- If doing art/photography/ media-based course- £80 shop voucher. If only one 'art based' A-level, then £40 awarded.
- Support with public transport or park and ride fees up to £150 per year for students attending a compulsory work experience who are unable to access their placement under their normal bus ticket. E.g. Bus timetable does not operate early enough to get to placement on time.
- Support with University visits, £50 towards travel and £25 towards accommodation. Students can access this up to three times.

C Band- For Income £25,001 - £35,000:

- Pay £450 per year for bus pass

- Receive FSM to the value of £4.50.
- Help with essential kit and equipment: reimbursement of 50% of the costs of essential kit and equipment, as assessed by the course essential participation costs. Your refund will be awarded when you provide receipts and will be paid after October half term.
- Support with public transport or park and ride fees up to £50 per year for students attending a compulsory work experience who are unable to access their placement under their normal bus ticket. E.g. Bus timetable does not operate early enough to get to placement on time.

D Band- For Income £35,001-£50,000:

Pay £800 per year for bus pass.

E Band- For Income £50,000+:

Pay maximum of £850 per year for bus pass.

19+ Learner (Level 3/ Access):

For Household Income under £35,000 pa:

- Free bus pass **or** maximum of £85 per month for fuel (mileage based).
- Free School meal to the value of £4.50 per day (for each timetabled day).
- If doing art/photography - £80 shop voucher
- Childcare.
- Support with University visits, £50 towards travel and £25 towards accommodation. Students can access this up to three times.

19+ Adult Learner Loan (Access)

For Household Income under £35,000 pa

- Free bus pass or maximum of £85 per month for fuel (mileage based).
- Free school meal to the value of £4.50 per day
- If doing art/photography - £80 shop voucher
- Childcare
- Support with University visits, £50 towards travel and £25 towards accommodation. Students can access this up to three times.

19+ Adult Learner (P/T course)

For Household Income under £35,000 pa, where essential participation costs have been assessed.

- One off refund of up to £100 towards course kit/equipment/registration/travel.
- Childcare

Any awards in addition to the policy as stated above will be made on an individual basis

at the discretion of the college.