

2026-27 Bursary Policy of Cambian Lufton College

The Bursary Fund provides support for college students who face the greatest financial barriers to participation. This document is based on advice provided by the Education Funding Agency and sets out how Lufton College will administer and distribute the funds in 2026-2027 and is divided into the following sections:

1. Eligibility
2. Applications and Assessment
3. Payments
4. Appeals
5. Fraud

Cambian Lufton College recognises that offering financial support to students requires sensitivity and respect for all those concerned and information relating to applications will be treated confidentially.

1 Eligibility

Bursaries are intended to support those students from poorer backgrounds, and allocations will be made to the following two groups of students.

- 1.1 A Vulnerable Bursary of up to £1,200 per year may be payable to students aged under 19 on the 31st of August 2026 who are:
 - A. In local authority care, or recently left local authority care, or
 - B. In receipt of Income Support or Universal Credit because they are financially supporting themselves or financially supporting themselves and someone who is dependent on them and living with them such as a child or partner, or
 - C. In receipt of Disability Living Allowance **or** Personal Independence Payments in their own right **as well as** Universal Credit in their own right
- 1.2 A Discretionary Bursary may be made available to students aged 16 to 24 who meet one or more of the following criteria:
 - A. In receipt of Disability Living Allowance **or** Personal Independence Payments in their own right as well as Universal Credit,
 - B. Living with parents or carers who are in receipt of Income Support, Income Based Job Seekers Allowance, Income Related Employment Support Allowance, Universal Credit or Pension Credit, and/or have a gross household income of less than £40,000 per year (£45,000 if you live in London or the South East),
 - C. In receipt of Income Support or Universal Credit because they are financially supporting themselves or financially supporting themselves **and** someone who is dependent on them and living with them, such as a child or partner,
 - D. Faced with financial difficulties but do not meet criteria A, B or C.

2 Applications and Assessment

Cambian Lufton College, Yeovil, Somerset BA22 8ST

Tel: +44(0)1935 403120 Fax: +44(0)1935 403126 www.cambiangroup.com

Cambian Lufton College will make every effort to ensure that all those students entitled to bursaries receive such support. All students coming to the College will receive information about bursaries. All students between the ages of 16 and 24 will be entitled to apply for a bursary if they consider that they fall into any of the groups described in section 1 and are publicly funded.

Students or their parents/carers will be asked to provide evidence of their household income e.g. P60, notice of benefit received from the Department of Work and Pensions.

All initial applications should be received by the college by 30 September 2026 or within 4 weeks of the student starting placement if their start date differs from the beginning of the academic year. Students will be informed of the result of their applications by 23 October 2026 or 4 weeks after receipt of application. Successful claimants will have the award backdated to the beginning of the academic year. If a student's circumstances change during the academic year a new or further application can be made. In this case successful applications can be backdated for up to 28 days.

Students will be entitled to appeal against any decision taken by Cambian Lufton College. The appeals process is outlined in section 4 of this document.

3 Payments

The student bursary is intended to help students overcome barriers that might otherwise prevent them from attending College. It will be used to pay for in-kind support, examples of which are as follows:

- Contributory transport costs for Day students
- Essential resources for education, or educational costs
- Educational equipment
- Digital communication aids
- Appropriate clothing to suit training & placement requirements
- Course related visits
- Activities that support the student's curriculum and learning

The bursary fund is not intended to support costs not related to education (living costs) or for extra-curricular activities.

If a Vulnerable Bursary is awarded payments are made directly to students or via in-kind support or a combination of both.

If a Discretionary Bursary is awarded payments will be generally in-kind. For example, covering the cost of local authority transport costs or purchasing equipment. In exceptional circumstances small cash awards can be made.

Payments will be made for the period of time that a student remains on their course and meets the following requirements for:

Attendance – Making good efforts to engage and attend college

Cambian Lufton College, Yeovil, Somerset BA22 8ST

Tel: +44(0)1935 403120 Fax: +44(0)1935 403126 www.cambiangroup.com

Behaviour – Abide by the Cambian Lufton College Student Charter and College values

Should any student struggle to meet these requirements the College reserves the right to reduce bursary payments for the period in which course requirements have not been met. Similarly, if students leave College before the end of the academic year, they will no longer receive payments.

Students entitled to bursaries joining courses later in the academic year will receive a pro-rata allocation.

When payment is made direct to students, they must have access to, or be supported by family or the local authority to open a bank account as payments will be made from the College directly to their accounts. Please do contact the college if you require further support.

4 Appeals

Students are entitled to appeal against decisions made in relation to their application for a bursary or the withholding of payments. They should first raise their concerns with Sophia Cursons, and if such a meeting fails to resolve any differences, they should make a written complaint for consideration by the Bursary Panel.

5 Fraud

Fraudulent claims for bursary allocations will be reported to the Police. Students and/or Parents/carers found to have made fraudulent claims will be required to refund all payments received.

Signed



Sophia Cursons

Principal

Date: August 2027