

## **Advanced Learner Loan Financial Support Policy and Procedure(student)**

Date approved: 14/07/23

Approved by: SMT

Responsible Manager (s): Director for Students

Executive Lead: Vice Principal HE and Student Enhancement

Applicable to staff:	Yes
Applicable to students:	Yes
Accessible to students:	Yes
Accessible to general public: (including clients)	Yes

### **Consultation**

Consultation undertaken with:

Date:

• SMT	<b>Yes</b>	<b>14/07/23</b>
• AMT	<b>Yes</b>	<b>04/07/23</b>
• CCMT	<b>Yes</b>	<b>05/07/23</b>
• Students	<b>Yes</b>	<b>02/07/23</b>

Review frequency: normally annually

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## **1. Scope and purpose of policy and procedure**

1.1 This policy and procedure applies to students who are aged 19+ on 31 August 2023 and have an Advanced Learner Loan (ALL) approved by the Student Loans Company (only apprentices who are care leavers are eligible under ESFA regulations). This policy demonstrates how B&FC administers funds in accordance with regulatory guidelines.

## **2. Policy statement**

2.1 The Advanced Learner Loans Bursary Fund provides financial support to help students overcome specific barriers to learning so they can access and remain in education. B&FC's policy on financial support follows the rules laid down by the regulator, Education and Skills Funding Agency (ESFA)

2.2 B&FC is committed to ensuring that all eligible students are given the opportunity to appeal against a funding support decision if they can evidence that they have reasonable grounds to do so.

## **3. Procedure**

3.1 The application process and eligibility criteria is identified in Appendix A

## **4. Accountability**

4.1 The Director for Students is responsible for ensuring this policy is accessible and current.

4.2 If a student has a particular barrier to learning and requires financial support for something not listed in appendix B they should apply for funding through the Barriers to Learning Scheme.

## **5. Student Involvement**

5.1 The Student Union and elected representatives were consulted in the formation of this policy

## **6. Linked policies**

- 16-19 Financial Support Policy (student)
- 19+ Financial Support Policy (student)
- Financial Support Appeals Policy and Procedure (student and apprentice)

## **7. Linked procedures**

- N/A

## 8. Appendix A

- How to apply: <https://www.blackpool.ac.uk/financial-support-16-18s> Or email [SSfunds@blackpool.ac.uk](mailto:SSfunds@blackpool.ac.uk)

### Eligibility and type of support

- Eligible students who are 19+ as of 31<sup>st</sup> August 2023 and in receipt of an Advanced Learner Loan as approved by the Student Loans Company
- To receive financial support students will normally have a minimum of 90% attendance.
- This funding is based on need, subject to an eligibility and cannot be guaranteed

Type of Support	What students may be eligible for	Eligibility requirements
Discretionary student support fund	<ul style="list-style-type: none"> <li>• Free Blackpool Transport (BT) on BT bus or tram or travel bursary for those living 1.5 miles from main campus of study</li> <li>• Travel bursary of £60 month if student lives outside BT transport area</li> <li>• Taxi support based on medical evidence</li> <li>• Free bus covering travel from Poulton Le Fylde to Bispham campus, this is available to all students</li> </ul>	<ul style="list-style-type: none"> <li>• Household income of less than £30,810 per year evidenced by eligible benefit proof or proof of parent / carer income for 2021-22 2022-2023 (Exceptions may be considered on a case-by-case basis Head of MI&amp;F)</li> <li>• B&amp;FC may consider applications for a taxi where evidence is provided through their latest disability benefit</li> </ul>
Free meal (s)	<ul style="list-style-type: none"> <li>• Free daily digital voucher (hard copy by exception) redeemable at internal food outlets, and in some cases in nominated external retail outlets</li> </ul>	<ul style="list-style-type: none"> <li>• For those with household income status and evidence as identified above</li> </ul>
Course related bursary	<ul style="list-style-type: none"> <li>• A monthly (TT only) bursary to remove barriers associated with course related costs and expenses, this can include learning technology</li> </ul>	<ul style="list-style-type: none"> <li>• Household income to meet the threshold identified above</li> </ul>
Child Care	<ul style="list-style-type: none"> <li>• Support with childcare costs where the student is 20 yrs. or older at the start of their course and is at risk of not starting</li> </ul>	<ul style="list-style-type: none"> <li>• Household income to meet the threshold and evidence requirements as identified above and must be on a publicly</li> </ul>

Type of Support	What students may be eligible for	Eligibility requirements
	<p>or continuing because of childcare costs. Students can apply for help with the cost of childcare for College hours and essential placements if they are under 20 at the start of their course This is through ESFA funded “Care to Learn” up to a maximum of £160 per child per week</p>	<p>funded course</p> <ul style="list-style-type: none"> <li>• <a href="https://www.gov.uk/care-to-learn">https://www.gov.uk/care-to-learn</a></li> <li>• Childcare funding can only be paid to Ofsted registered provision</li> </ul>
Residential Support Scheme	<ul style="list-style-type: none"> <li>• Contribution towards accommodation for eligible students who are studying specialist provision and need to live away from home</li> </ul>	<ul style="list-style-type: none"> <li>• Help with the costs of accommodation if a student is studying away from home because the course is not available in their local area and they are studying towards a loan funded course</li> <li>• Household income must meet the thresholds identified above.</li> </ul>

## Impact Assessment for the 4 strands of Equality, Safeguarding, Health and safety and Sustainability

**Initial Form to be completed with Risk Assessments or as part of a proposal or change to a policy, plan or new way of working**

Title of Activity: Advanced Learner Loan Financial Support Policy (student)	<input type="checkbox"/> New or <input checked="" type="checkbox"/> Revision <i>(tick as appropriate)</i>
Name and title of proposer: Nigel Brown Director for Students	

**Equality and Diversity.**  
 Are there students, apprentices, other customers, community/stakeholders, and/or colleague concerns that the proposed policy, project or change may be discriminatory or have an adverse impact on people with protected characteristics?

A	Students/Apps/Customers	No	If so, how many individuals / which groups of are likely to be affected?
B	Community/stakeholders	No	
C	Colleague	No	

Equality group	Positive impact <b>High</b> <b>Low</b> <b>None</b>	Negative impact <b>High</b> <b>Low</b> <b>None</b>	Reason / comments for positive impact why it could benefit any /all of the equality groups	Reason /comments for negative impact /what could disadvantage any/ all of the equality groups
Sex	High	None	This policy is inclusive irrespective of sex	
Gender reassignment (Male/female/Non-binary/Transgender)	High	None	This policy is inclusive irrespective of gender reassignment	
Age	High	None	This applies to eligible candidates 19 +	Any age-related negative impacts are mitigated by 16-19 and 19+ policies
Race or ethnicity	High	None	Inclusive irrespective of race or ethnicity	
(Disability) Learning difference	High	None	Fully inclusive irrespective of difference	
(Disability) Physical and/or sensory	High	None	Fully inclusive irrespective of disability	
(Disability) Mental health need	High	None	Fully inclusive irrespective of disability	
Sexual Orientation	High	None	Fully inclusive irrespective of sex	
Religion and Belief	High	None	Fully inclusive irrespective of religion or belief	
Marriage and civil partnership	High	None	Fully inclusive irrespective of status	
Pregnancy and maternity	High	None	Fully inclusive irrespective of status	
Carers/care experienced	High	None	Fully Inclusive irrespective of status	
Socio Economic deprivation indicators	High	None	Fully supportive of closing economic barriers	

What changes or actions do you recommend to improve the service, project, policy, or change to eradicate or minimise the negative impacts identified? **None identified**

Who will be responsible for monitoring these actions?

Have students, apprentices/other customers, communities and/or colleagues been consulted in the review / proposed change?

A	Students/Apps/Customers	Yes
B	Community	No
C	Colleague	Yes
	If yes, who and how many have you involved and how have they been involved?	AMT/CCMT/ SU/ SMT

**Safeguarding:** Are there any aspects of this proposal which could cause a Student/member of staff/visitor to feel unsafe? If yes, how has this been considered?  
 What are the risks? What are the benefits?

Yes  
 No

**Health and Safety:** Have any risks been identified? If yes, how has this been considered?  
 What are the risks What are the benefits?

Yes  
 No

**Sustainability:** Are there expected benefits or impacts on sustainability issues? If yes, how have these been considered?

Yes  
 No

**Evidence:** What evidence do you have for your conclusions and expectations for these conclusions? How will this impact be monitored for all these considerations?

Is this policy of a high/medium or low risk?:

High  Medium  Low