

Personalised to all I6/u6 parents

September 2008

Dear Parents

Your daughter was issued some months ago with application forms for Education Maintenance Allowance and some of you will already have applied. However, we wish to ensure that anyone who is eligible is fully aware as to what they may be entitled. We are, therefore, listing below all the major points, so that you can decide whether your family falls within the scope of the scheme; item 2 is the crucial one, as eligibility is based on gross family income (from all sources, including savings and investments).

1. EMA is potentially available to all 16 – 19 year old students who are on a recognised Post 16 Course, involving 12 or more hours of structured learning per week.
2. EMA is, however, means tested:
  - (i) £30.00 per week is payable to families on incomes of less than £20,817 p.a.
  - (ii) £20.00 per week is payable on incomes between £20,818 and £25,521 p.a.
  - (iii) £10.00 per week is payable on incomes between £25,522 and £30,810.Families whose joint incomes amount to more than £30,810 p.a. are not eligible for EMA.
3. EMA will be in addition to any other payments which families receive, such as Child Benefit, Children's Tax Credit, etc. It will not affect the student's earnings from part-time jobs.
4. EMA will be paid directly to the student who must therefore open a bank account if she does not already have one.
5. Schools/Colleges have been given responsibility for deciding whether the weekly payments should or should not be paid (although payments themselves will be made into the student's account by the APB - Assessment and Payment Body – not the school/college)
6. All students and their parents/guardians will be required to sign a contract when they begin their courses in September.

Points (5) and (6) in the above list necessitate very strict monitoring of students' attendance, punctuality, attitudes to work and general progress. If a student does not abide by the rules and correct procedures, we will not be able to authorise payment. We therefore ask you to monitor your daughter's attendance and ensure that the school is informed by telephone early on the first day of absence.

Yours sincerely



M Peppin (Mrs)  
Head of Sixth Form