

Polisi Coleg Penybont Bridgend College Policy



Enw'r Polisi/Policy Name: Y Gronfa Ariannol Wrth Gefn i Fyfyrrwyr / Student Financial Contingency Fund
Cod y ddogfen/Document code (os yn berthnasol/if applicable)

Adran/Department: Gwasanaethau Myfyrrwyr / Student Services

Awdur y Ddogfen/Document Author: Caroline MCCarthy

Teitl Swydd/Job Title: Student Services Manager

Dyddiad Cymeradwyo/Date of Approval: SLT 27/9/2022

Dyddiad Adolygu/Review Date: September 2025

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Policy Checklist:

Policy Inception Requirement	Yes / No / N/A	Supporting information
Has an Equality Impact Assessment been completed? See form below.	Yes	
Has a Welsh Language Impact Assessment been completed? See form below.	Yes	
Has a Data Protection Impact Assessment been considered with regards to this policy? If yes, please contact the Information Services Manager in order to complete a Data Protection Impact Assessment.	N/A	
Has the review taken account of the latest Guidance/Legislation?	Yes	
Is legal advice required? If yes, please ensure you have taken the necessary steps to secure the appropriate legal advice before proceeding further.	No	
Is staff training required? If yes, please ensure that the necessary training is arranged through the Learning & Development Advisor.	Yes	Student Engagement Lead and Welsh Support Officers to meet with Student Financial Wellbeing and Transport Coordinator
Are there HR related issues that need to be considered? If yes, please contact the HR Manager to discuss further.	No	
Are there financial issues? If yes, please contact the Finance Manager to discuss further.	No	
<i>For SLT use only:</i>		
Is this a new policy? If yes, SLT to complete the Student FCF Policy - Approval Delegation checklist at the time of approval.	Yes	
Approval level assigned: C&Q		

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1. Pwrpas ac Amcanion / Purpose and Objectives:

Provided annually by the Welsh Government, the college manages the FCF, aimed at removing barriers to learning for learners in financial hardship. Access to financial support via this fund will depend on household income and individual circumstances. Students who are eligible for the Educational Maintenance Allowance (EMA) for 16 to 18 year olds, or the Welsh Government Learning Grant (WGLG) for those learners aged 19 years and over can apply for further financial support from the FCF.

2. Manylion y Polisi / Policy Details:

2.1 The FCF is open to post 16 year old students and is a limited fund.

2.2 The FCF enables the college to provide a free network of buses which run across local authority areas outside the Bridgend county borough

2.3 The FCF enables students to claim train and car mileage associated with their studies dependent on age and place of residence

2.4 The FCF can support students with childcare fees. A maximum allocation per day of attendance towards the costs of childcare fees, for one child only. Students may use the Bridgend College Day Nursery, or a registered Childminder or Nursery.

2.5 The FCF can be used towards course related costs including equipment, uniform, books and trips and Disclosure and Barring Service (DBS) check where applicable etc.

2.6 The FCF can support students with the cost of meals. A daily meal allowance is available for students. Usually either student or parents / guardians need to show that they are in receipt of one of the following benefits:

- income support
- income based jobseeker's allowance
- support under Part VI of the Immigration and Asylum Act 1999
- income-related employment and support allowance
- child tax credit (but not working tax credit) if your annual income as assessed by tax credits does not exceed £16,190
- guarantee element of pension credit
- working tax credit 'run-on' (the payment someone may receive for a further four weeks after they stop qualifying for
- working tax credit)
- universal credit (not in work)
- universal credit (in work) where your award is based on net annual earnings of under £7,400 from your employment or self-employment

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3. Cyfrifoldebau (os yn berthnasol) / Responsibilities (if applicable):
 - 2.1 The Student Financial Wellbeing and Transport Coordinator is responsible for developing appropriate procedures for the overall management of the FCF. Procedures may need to be adjusted on an annual basis depending on Welsh Government guidance, priorities in supporting learners and funds available.
 - 2.2 The Student Services Manager has the authority to make decisions for discretionary payments to students based on evidence provided.

4. Dogfennau Cysylltiedig (os yn berthnasol) / Related Documents (if applicable):
 - Poverty and Deprivation Strategy
 - Welsh Language Standards
 - [Appendix - The Financial Contingency Fund and WLS - DRAFT](#)
 - [Student Services » Bridgend College](#)

5. Adolygiad y ddogfen / Document review: To be reviewed annually
Ysgrifennwch yma/Write here

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EQUALITY IMPACT ASSESSMENT FORM

Enw'r Polisi / Gweithdrefn Name of Policy / Procedure	Y Gronfa Ariannol Wrth Gefn i Fyfyrywyr / Student Financial Contingency Fund				
Perchennog y Polisi Policy Owner (to complete this EIA)	Student Services Manager				
Nod(au) a Phwrpas y Polisi Aim(s) and Purpose of Policy	To highlight the purpose of the Financial Contingency Fund and to comply with the Welsh Language Standards				
Ar bwy mae'r polisi hwn yn effeithio? Who does the policy affect?	Dysgwyr Learners	✓	Staff		Y Cyhoedd / General Public

Equality characteristic	Positive impact	Neutral impact	Negative impact	Reason/comment
Age	✓			
Disability	✓			
Gender reassignment	✓			
Marriage and civil partnership	✓			
Pregnancy and maternity	✓			
Race	✓			
Religion or belief	✓			
Sex	✓			
Sexual Orientation	✓			

Date completed: 18/7/22

Signed by Manager completing the assessment:

Asesiad o'r Effaith ar y Gymraeg/ Welsh Language Impact Assessment

Enw'r Polisi / Gweithdrefn Name of Policy / Procedure	Student Financial Contingency Fund (FCF) Policy					
Perchennog y Polisi Policy Owner (to complete this EIA)	Student Services Manager					
Nod(au) a Phwrpas y Polisi Aim(s) and Purpose of Policy	To highlight the purpose of the Financial Contingency Fund and to comply with the Welsh Language Standards					
Ar bwy mae'r polisi hwn yn effeithio? Who does the policy affect?	Dysgwyr Learners	✓	Staff		Y Cyhoedd Gyffredinol / General Public	

Safonau'r Gymraeg / Welsh Language Standards

Rhif/ No.	Math/ Type	Safon / Standard	Cadarn haol (gallai fod o fudd) Positive (could benefit)	Negyddo l (gallai effeithio) Negative (could impact)	Dim Effaith No Impact
94	Safonau Llunio Polisi Policy Making standards	<p>Pan fyddwch yn llunio polisi newydd, neu'n adolygu neu'n addasu polisi sydd eisoes yn bodoli, rhaid i chi ystyried pa effeithiau, os o gwbl (pa un ai yw'r rheini'n bositif neu'n andwyol) y byddai'r penderfyniad polisi yn eu cael ar— (a) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a (b) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.</p> <p>When you formulate a new policy, or review or revise an existing policy, you must consider what effects, if any (whether positive or adverse), the policy decision would have on — (a) opportunities for persons to use the Welsh language, and (b) treating the Welsh language no less favourably than the English language.</p>	✓		

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100	<p>Safonau Llunio Polisi</p> <p>Policy Making standards</p>	<p>Rhaid ichi lunio a chyhoeddi polisi ar ddyfarnu grantiau neu ddarparu cymorth ariannol (neu, pan fo'n briodol, ddiwygio polisi sydd eisoes yn bodoli) sy'n ei gwneud yn ofynnol ichi ystyried y materion a ganlyn pan fyddwch yn gwneud penderfyniadau ynghylch dyfarnu grant neu ddarparu cymorth ariannol—</p> <p>(a) pa effeithiau, os o gwbl (a pha un a yw'r rheini'n positif neu'n andwyol), y byddai dyfarnu grant neu ddarparu cymorth ariannol yn eu cael ar—</p> <p>(i) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a</p> <p>(ii) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg;</p> <p>(b) sut y gellid gwneud neu weithredu penderfyniad (er enghraifft, drwy osod amodau) fel y byddai'n cael effeithiau positif, neu effeithiau mwy positif, ar—</p> <p>(i) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a</p> <p>(ii) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg;</p> <p>(c) sut y gellid gwneud neu weithredu penderfyniad (er enghraifft, drwy osod amodau) fel na fyddai'n cael effeithiau andwyol, neu fel y byddai'n cael effeithiau llai andwyol ar—</p> <p>(i) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a</p> <p>(ii) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg;</p> <p>(ch) a oes angen ichi ofyn i'r ymgeisydd am grant am unrhyw wybodaeth ychwanegol er mwyn eich cynorthwyo i asesu effaith dyfarnu grant neu ddarparu cymorth ariannol ar—</p> <p>(i) cyfleoedd i bersonau ddefnyddio'r Gymraeg, a</p> <p>(ii) peidio â thrin y Gymraeg yn llai ffafriol na'r Saesneg.</p> <p>You must produce and publish a policy on awarding grants or providing financial assistance (or, where appropriate, amend an existing policy) which requires you to take the following matters into account when you make decisions in relation to the awarding of a grant or providing financial assistance —</p> <p>(a) what effects, if any (and whether positive or negative), the awarding of a grant or providing financial assistance would have on—</p> <p>(i) opportunities for persons to use the Welsh language, and</p>	✓		
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		<p>(ii) treating the Welsh language no less favourably than the English language;</p> <p>(b) how the decision could be taken or implemented (for example, by imposing conditions) so that it would have positive effects, or increased positive effects, on—</p> <p>(i) opportunities for persons to use the Welsh language, and</p> <p>(ii) treating the Welsh language no less favourably than the English language;</p> <p>(c) how the decision could be taken or implemented (for example, by imposing conditions) so that it would not have adverse effects, or so that it would have decreased adverse effects on—</p> <p>(i) opportunities for persons to use the Welsh language, and</p> <p>(ii) treating the Welsh language no less favourably than the English language;</p> <p>(ch) whether you need to ask the applicant for any additional information in order to assist you in assessing the effects of awarding a grant or providing financial assistance on— (i) opportunities for persons to use the Welsh language, and (ii) treating the Welsh language no less favourably than the English language.</p>			
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Cynllun Gweithredu / Action Plan

Dylai camau gweithredu ddangos camau i'w cymryd i leihau neu, lle bo modd, ddileu unrhyw effaith negyddol ar yr Iaith Gymraeg.

Actions should demonstrate steps to be taken to reduce or where possible, eliminate any negative impact on the Welsh Language.

Gweithred/ Action	Pwy/ Who	Erbyn Pryd/ By When	Mesur Llwyddiant/ (sut y byddwn ni'n gwybod ein bod wedi cyflawni'r camau gweithredu) Success Measure (how will we know we have achieved the action)
Actively promote and encourage students who	Student Services Team	July 2022 onwards	Record number of FCF applications through the medium of Welsh

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are Welsh speaking to apply through the medium of Welsh			
Supporting students to apply through the medium of Welsh	Student Financial Wellbeing and Transport Coordinator	July 2022 onwards	Record number of requests for support to complete through the medium of Welsh
Working with Student Engagement Lead (Welsh) and Welsh Support Officers to raise awareness of opportunities to apply for FCF through the medium of Welsh	Student Services Team Student Engagement Lead (Welsh) and Welsh Support Officers	July 2022 onwards	Share and record information on number of applications made through the medium

Dyddiad Cwblhau'r Aseiad / Assessment Completion Date: 18/7/22