

The 16-19 Bursary Fund Policy: 16-19 Bursary Fund – Information for Parents

The 16-19 Bursary Fund is designed to help Sixth Form students who need financial support to continue their education. It can be used for costs such as:

- Travel to and from school
- Educational trips
- Books and stationery

How to Apply

To apply, please download and complete the application form from the Sixth Form section of our website. On the form, indicate if any of the following apply to your family:

- You receive Income Support
- You receive Tax Credits
- Your child previously received Free School Meals
- You are a low-income family not receiving any additional benefits

Duration of Support

The bursary is awarded for two years starting in Year 12. If your financial circumstances change during this time, you must inform the school and provide updated evidence.

Conditions for Payment

Students must meet the following expectations to receive bursary payments:

- Good attendance (above 96%)
- Keeping up to date with all work

Maximum payments are made when students achieve:

- 96% attendance or above
- Punctuality to all lessons and registrations
- Excellent behaviour
- Meeting all deadlines and producing high-quality work

Evidence Required

Parents must provide evidence to support eligibility. Details are on the application form. Any documents submitted can be collected from the Sixth Form Administrator within two weeks of applying.

Payment Details

Payments are made each term:

Year 12: 3 payments

Year 13: 2 payments

Payments are made by BACS transfer to the bank account listed on the application form (parent or student).

Payments are calculated in the second-to-last week of term so they arrive by the end of term. The first payment may take longer due to processing new applications.