



# Brine Leas School

An Academy

Believe • Learn • Succeed

August 2023

Dear Parent/Carer of Brine Leas Sixth Form Student,

## 16-19 Bursary

Students who are in full-time 16-19 education from September 2023 are entitled to apply for funds under the 16 to 19 Bursary. The scheme is designed to provide students with financial support so that they can engage successfully with their education.

A Vulnerable Bursary is available to all young people who meet the general eligibility criteria as set out in this policy and who have been identified as being most in need. The Discretionary Bursary is available to all young people who meet the general and additional eligibility criteria as set out in the 16 to 19 Bursary Policy 2023/24.

Please be aware that receipt of bursary funding does not affect receipt of other means-tested benefits. For full details and further information, please refer to the 16-19 bursary pages on the DirectGov website [www.direct.gov.uk](http://www.direct.gov.uk) and the 16 to 19 Bursary Policy on our website [www.brineleas.co.uk](http://www.brineleas.co.uk).

Each student who is approved for a bursary payment will also have to meet other criteria, stipulated by Brine Leas Sixth Form. These criteria will be shared clearly before a bursary is approved and are based on financial need, attendance, academic progress, attitudes to learning, behaviour and attainment. Flat rate/fixed rate payments to students will not be made; and the fund cannot be used to support costs not related to education, extra-curricular activities or provide learning support services such as counselling, mentoring or extra tutoring. If books and/or equipment purchased are purchased using bursary funds, they must be returned to Brine Leas School once students have completed their study programme so they can be used again by another student where appropriate.

Bursary payments will be made, following a financial needs assessment and the initial qualifying period of six weeks, via the BACS system direct to the student's bank account, bi-monthly in arrears throughout the academic year, based on eligibility and successful completion of the qualifying criteria. There is no closing date for applications, but payments cannot be backdated beyond the month of application. Please note,

Application forms, together with the required supporting evidence, should be completed and returned to the Sixth Form Admin Office, by Friday 30th September 2023.

I would urge anyone who thinks that they may be eligible to apply at the earliest opportunity. Please be assured that all information is treated confidentially.

Regards,  
David Cole

Mrs Sarah O'Neill  
Head of Sixth Form

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