



Sponne School
A Music & Science Academy

Dream Believe Achieve

September 2023

Dear Sixth Form Student, Parent/Carer

The 16 to 19 Bursary Fund in 2023/234

We are writing to notify you about the Government 16-19 Bursary Fund, which is administered directly by the school to support students from low-income families in accessing their sixth form education for such things as e.g. transport, meals, books and equipment. The government has issued guidance for this funding, and we have used this to compile the procedure and application process here at school.

If you wish to apply for Sixth Form Bursary Funding, applications for support must be made directly to the school. Please complete the attached form, taking care to attach any supporting documentation e.g. proof of incomes required. Post this to school for the attention, Miss K. Whitmore, Head of Sixth Form, no later than **6th October 2023**, marking your envelope "16 to 19 Bursary Application". The school will then evaluate who is eligible to receive funding using the strict government criteria.

If you have any queries about this letter please contact the Sixth Form Team on sponneSixthForm@sponne.org.uk quoting "16 to 19 Bursary Application Enquiry" in the subject line.

Yours faithfully,

Miss K Whitmore
Head of Sixth Form

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