



16 – 19 Bursary Fund Contract 2024/2025

Please ensure that you have read the information below and the accompanying 16-19 Bursary Fund Policy carefully before signing. Bursary awards will only be released on receipt of this contract signed by both student and parent / carer.

I understand that

1. Payments will be made in kind, via direct ordering / purchase of goods or reimbursement of funds spent given prior authorisation and that payments will only be authorised for items which are deemed to have a clear educational purpose.
2. In order to receive bursary payments, I am expected to:
 - **Maintain attendance of at least 95%**
 - **Adhere to the Sixth Form Learning Agreement and code of conduct.**
3. If my circumstances change, I must inform the school immediately so that my award can be reviewed.
4. It is my responsibility to provide accurate and truthful information to the Bursary committee.

I understand that

- failure to adhere to any of the four criteria listed above may result in withholding or withdrawal of bursary payments
- I have a right to appeal against any decision made if I feel that the school has made a mistake or not acted in accordance with the 16-19 Bursary Policy

Student Name	
Tutor Group	
Signature	
Date	
Parent Name	
Relationship to Student	
Signature	
Date	

For administrative use only:

Date received:

Received by: