



Horsforth School

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Headteacher: Dr I K Bothamley

Our ref: IKB/ZMC/JWA

July 2016

Dear Parent/Carer

Re: 16 – 19 BURSARY FUND FOR 6TH FORM STUDENTS

This letter contains information for students who are successful in joining Horsforth School 6th Form this September. The 16 – 19 Bursary Fund is in place to support some students who face financial barriers when continuing with Post-16 Education.

Eligibility for the Bursary is determined by various criteria and Horsforth School strictly adheres to the Leeds City Council and the Young Peoples Learning Agency advice. The aim is to support young people in care, care leavers, those in receipt of income support, disabled young people and those in a household with an income of under £20,000 per annum. Passing the eligibility threshold, however, does not guarantee funding. The individual circumstances of all applicants, the funding available and the nature of the funding request will all be deemed as relevant differentiating factors. In the event of an award being made School must be informed immediately of any changes to status; otherwise money may have to be paid back to School. Payments may also not be approved if a student is failing to attend School regularly or failing to meet the academic demands/deadlines of their course. Students' modules, attendance, attitude to learning will be reviewed in November 2016 and February 2017 and if required an 'in jeopardy' letter sent home. The award will not be paid the following term if the necessary requirements are not met following this warning.

If you think you may be eligible for this Bursary Fund please could you contact Mrs J Waterworth, Post-16 Administrator, by phone on: 0113 226 5454 Ext: 108 or by email at waterwj01@horsforthschool.org to request an application form together with a table outlining the evidence criteria required to support your application. This form will need to be completed and handed in to Mrs J Waterworth, together with financial evidence on the Year 12 enrolment day on Monday 5th September 2016. If you do not meet all of the criteria but still require financial support, your needs will be judged on an independent basis and you must still complete the application form in the first instance.

If you require any further advice please do not hesitate to contact me.

Yours sincerely

Mrs Z M Comiskey
Assistant Headteacher

'Opportunity and achievement for all'