

9 September 2025

Dear Parents and Y12/13 Students

16-19 Bursary Scheme: 2025/2026

As many of you may know, the 16-19 Bursary scheme is a means of offering help and support to those students facing financial hardship. To be eligible for the bursary, in line with government guidance, students must fall into one of the following criteria:

- Be living independently.
- Be in receipt of Disability Living Allowance (DLA), either Employment and Support Allowance (ESA) or Universal Credit, Personal Independence Payment (PIP) and either ESA or Universal Credit **in their own** name.
or
- Your household income is below £38,000.

Students aged 16 to 19 who fall into the above criteria can apply for help with transport costs for buses, school uniform, school meals, textbooks and laptops. Again, there are 5 ways in which you can be supported:

- If your child is eligible for help with transport costs you will receive the amount required for either an annual bus pass for the whole year, or termly. Receipts must be kept and submitted to the office.
- If your child is eligible for help for school uniform costs, these costs will be reimbursed on proof of receipt or given in advance if needed. (This can include school coats, shoes etc).
- If your child is eligible for help for free school meals, you will receive the equivalent cost of a school meal deal per day credited to your school lunch fund. Any absences from the previous half term will be debited from the following half term.
- If your child is eligible for help for textbooks. You will be provided with your own personal copy of required textbooks plus revision guides for each of the subjects that you take.
- If your child is eligible for help for a laptop, the school will purchase a laptop for your sole use throughout the duration of your time with us in Sixth Form.

Students who think they may be eligible for the bursary or other financial help should complete the attached application form with the appropriate evidence, which should be handed to me or Mrs Duff by **Friday 19 September 2025**.

Yours sincerely



Mr G Thompson
Headteacher



**QUEEN ELIZABETH'S GRAMMAR, ALFORD
A SELECTIVE ACADEMY LTD**

APPLICATION FOR SUPPORT FROM 16-19 BURSARY FUND 2024/2025

Please enclose relevant proof of entitlement.

Name

Form

Bank Details

Bank Name:

Sort Code:

Account Name:

Account Number:

Eligibility:

Please circle one of the criteria that applies to you:

- In care
- Live Independently
- Household income is below £38,000

I have provided evidence as below to support my application:

-
-
-

Please indicate the support you are looking for using the table below:

Transport costs for buses	
School uniform	
School meals	
Textbooks	
Laptops	

Signature of applicant.....

Date.....

Signature of parent/guardian.....

Date.....

This form must be fully completed and signed; proof of benefit entitlement or proof of income must be attached and forwarded to Mr Thompson by **Friday 19 September 2025**.

