September 2019

Dear Student

**16-19 Bursary Scheme**

The 16-19 Bursary scheme provides financial assistance to help with sixth form studies. It is a government bursary that schools and colleges administer to those students meeting certain criteria, who would benefit from some extra financial support because they have some financial constraints.

If you think that you may be eligible to receive a 16-19 Bursary to support your studies in the sixth form, then you need to apply to Skipton Girls’ High School using the 16-19 Bursary Application Form (on the school website/available from Mrs Greenwood). If you meet the criteria to receive a bursary you will then be asked to complete a further form to indicate your specific area of financial need.

***You are eligible to receive a bursary if:***

1. You, or your brother or sister, are in receipt of Free School Meals.
2. Your combined family income is less than £20,817 per annum (before tax).
3. You are a member of a vulnerable group (e.g. Children in Care, Care Leavers, in receipt of Personal Independence Payment or other benefits relating to disability, etc.).

***What is the Process for Applying?***

1. Return the completed Bursary Application Form (on the school website: Post-16 – 16-19 Bursary) to Student Services in a sealed envelope marked ‘Sixth Form Bursary Scheme’.
2. The Finance team will process your application as soon as possible.
3. If eligible for a bursary you will be asked to fill out a further short form and return it to school as soon as possible so that payment can be set up.
4. We will let you know the amount of bursary you will receive and how it will be paid.

Yours faithfully,



Mrs L Greenwood

(Assistant Headteacher).