

The Ferrers Sixth Form

16 – 19 Bursary Scheme

Bursary Conditions

To be eligible for support from the bursary fund you must agree to the bursary conditions which are set out below. If you do not adhere to these conditions, you may not receive support from the bursary scheme, or the support you are receiving may be stopped or reduced. This may include payments for costs that you have already paid, such as reimbursement for travel.

Attendance

Students in receipt of a 16–19 Bursary are expected to maintain a minimum attendance rate of 95%, in line with the school's attendance expectations. Attendance will be monitored through both AM/PM registration and lesson attendance. Failure to maintain attendance at or above 95% may result in a review of bursary payments, unless there are exceptional circumstances supported by appropriate evidence.

Conduct

Students in receipt of a 16–19 Bursary are expected to demonstrate good conduct and uphold the standards of behaviour set out in the school's Behaviour Policy. Bursary recipients must consistently act as positive role models within the school community. Serious or repeated breaches of the Behaviour Policy may result in a review, suspension, or withdrawal of bursary payments.

Punctuality

Students in receipt of a 16–19 Bursary are expected to arrive on time to school, registration periods, lessons, and any other timetabled activities. Consistent punctuality is an important part of meeting the school's expectations. Repeated lateness may result in a review, suspension, or withdrawal of bursary payments.

Receipts for reimbursement

Where possible, the school will purchase approved items or services directly on behalf of students using bursary funds. If this is not possible and a student has been authorised to make a purchase, they must retain and submit original receipts as evidence of expenditure. Receipts must be attached to the Bursary Claim Form and clearly show the item purchased, the date of purchase, and the amount paid. Reimbursement will only be made for approved

expenses supported by valid receipts. Claims submitted without appropriate evidence may be refused.

For more information

If you have any questions about the 16 – 19 Bursary Scheme, you can contact Mrs Holland:
dholland@theferrers.org