



20 September 2023

Dear Parent/Carer

## 16 to 19 Bursary Fund

The 16 to 19 Bursary Fund provides financial support to help Sixth Form students overcome the specific financial barriers to participation they face so they can remain in education.

There are 2 types of 16 to 19 bursaries:

1. Bursaries for defined vulnerable groups
2. Discretionary bursaries which institutions award using policies they set, in line with the Education and Skills Funding Agency (ESFA) rules

More information can be found on the Trust website : [download.asp \(robertcarretrust.uk\)](https://www.robertcarretrust.uk/download.asp) , but if your household income is less than £31,500 a year or your young adult falls into the vulnerable group, we encourage you to look through the policy and for your young adult to submit an application by the deadline of Friday 29 September. However, if your circumstances change during the year there is a small contingency that allows for further applications.

Lastly, a reminder if you think you may be eligible for Free School Meals, please refer to the schools website: [Kesteven & Sleaford High School - Free School Meals \(kshs.uk\)](https://www.kshs.uk) which provides an overview of the criteria, along with the detail of how to apply.

Yours faithfully

**Mrs L Bedford**  
Director of Finance and Resources

**PUPIL PREMIUM UNIFORM OR TRAVEL EXPENSES CLAIM FORM**

**CLAIMED BY:**

Surname and Initials, Mr, Mrs or Miss \_\_\_\_\_  
(Block capitals)

Private Address: \_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Claim on behalf of Student \_\_\_\_\_

At Carre's Grammar School / Kesteven and Sleaford High School (delete as applicable)

Date of Claim	Name of Company	Item Purchased (RECEIPTS ATTACHED)	Total £      p
			Grand Total £

**CLAIMANT'S CERTIFICATE**

Claimant's Signature: \_\_\_\_\_

Please pay by BACS to the account stated below

<b>Account Name</b> .....								
<b>Account Number</b>								
<b>Sort Code</b>	-                      -							

**FOR FINANCE OFFICE USE ONLY**

Finance Director's Signature: \_\_\_\_\_

Headteacher's Signature: \_\_\_\_\_

Finance Staff posted and date paid: \_\_\_\_\_