



**Sponne School**  
A Music & Science Academy

**Dream Believe Achieve**

2nd October 2024

Dear Parent/Carer

### **The 16 to 19 Bursary Fund in 2024/2025**

We are writing to notify you about the Government 16-19 Bursary Fund, which is administered directly by the school to support students from low-income families in accessing their sixth form education for things such as; transport, meals, books and equipment. The government has issued guidance for this funding, and we have used this to compile the procedure and application process here at school.

If you wish to apply for Sixth Form Bursary Funding, applications for support must be made directly to the school.

Please read the policy and complete the attached form if you feel that you are eligible, taking care to attach any supporting documentation e.g. proof of incomes required.

Please mark this for the attention of Mrs H Mort, Head of Sixth Form, no later than 24th October 2024, marking your envelope "16 to 19 Bursary Application". The school will then evaluate who is eligible to receive funding using the strict government criteria. We will not be able to evaluate applications without all the supporting evidence.

If you are unable to print the application form there are printed copies available from Mrs White in sixth form.

If you have any queries about this letter please contact the Sixth Form Team on [sponneSixthForm@sponne.org.uk](mailto:sponneSixthForm@sponne.org.uk) quoting "16 to 19 Bursary Application Enquiry" in the subject line. If your circumstances were to change, further into the academic year, please do get in touch so we can support you.

Yours faithfully,

Mrs H Mort  
Head of Sixth Form

---

Headteacher: Graham Forbes  
Sponne School, Brackley Road,  
Towcester, Northants, NN12 6DJ

E: [info@sponne.org.uk](mailto:info@sponne.org.uk)  
T: 01327 350284  
[www.sponne.org.uk](http://www.sponne.org.uk)

