

Our Ref JP/KGW/RMO

5th September 2024



Wednesfield Academy
www.wednesfieldacademy.co.uk

Dear Parent/Carer

16 to 19 Bursary Fund 2024-2025

The 16-19 Bursary Fund financially supports students during their sixth form studies. For example, items such as text books, uniform and travel passes can be purchased with this fund.

The Bursary guidance is on our website under Sixth Form.

We believe that your child may be eligible for this support. In order for your child to receive the funds for items please note the following:

- All payments need to be made directly into the student's bank account. Please ensure that your child has a current account set up.

In order for your child to receive Bursary items, please note the following:

- Before any purchases are made, your child must fill in the form and discuss what they need with Mrs Gwatkin (Head of Sixth Form).
- The sixth form team can then order items on their behalf.
- Your child may choose to purchase items themselves. We will then reimburse once we have received proof of purchase. Please note that this must be a till receipt or an invoice for on-line orders. It can take up to 30 days for the money to be deposited into their account.
- Your child can order items throughout the school year as and when they are needed.

Please complete the Bursary Fund Application Form <https://forms.office.com/e/7mi45FQhTh>. There is also a link on our website under Sixth Form. Please can this be completed by Friday 13th September 2024.

If you have any queries, please do not hesitate to contact Ms Gwatkin (Head of Sixth Form) by calling 01902 558222 or email postbox@wednesfieldacademy.co.uk.

Yours faithfully

Mr Phillips
Headteacher