

# SOUTHEND HIGH SCHOOL FOR BOYS

## ACADEMY GRAMMAR SCHOOL

Prittlewell Chase, Southend-on-Sea, Essex, SS0 0RG  
(01702) 606200 enquiries@shsb.org.uk www.shsb.org.uk



Headteacher: Mrs R V Worth

September 2025

Dear Students and Parents

### 16-19 Bursary Fund for academic year 2025-2026

If you are aged between 16 and 19 years (i.e. in Years 12/13) and think your family might struggle to support you through full-time education, you may qualify to receive a bursary. The bursary can be used to pay for school uniform, meals, books, educational visits, transport and any other course-related costs needed to help a young person stay in education. Travel expenses for up to three Higher Education visits can be supported for the student prior to approval from the Head of Sixth Form. Receipts for any claim will be required as evidence.

If you applied in 2024/25 and were granted a bursary award you will need to reapply for this academic year.

There are two levels of bursary payments (please refer to our 16-19 Bursary Policy):

1. Vulnerable student bursaries
2. Discretionary bursaries

The Government has delegated a calculated sum of money to each school and tasked us to award bursaries to our students. With the exception of students who fall into Category 1 above, the level of bursary available will be dependent upon the number of applications approved and the amount of funding allocated to the school. The fund will be divided equally amongst all eligible students.

At SHSB it has been decided that if, in the current economic climate, a family's personal circumstances have dipped to a critical level, the student will be welcome to apply for a bursary. Admittance to the scheme will then be at the school's discretion. (N.B. The family income threshold for bursary consideration for the next academic year will be £30,000 p.a.).

The school will decide when bursaries are paid and will set conditions that students must meet to continue to receive it. These will be linked to behaviour, attendance, punctuality and quality of work and adherence to the sixth form code of conduct. All parents and students who successfully apply will be asked to sign a contract (please refer to Bursary Fund Policy).

If you think you fall within one of the above categories, please complete the attached application form and return with **recent** supporting evidence to Mrs Gallagher, Sixth Form Administrator, at the above address or email to [bursary@shsb.org.uk](mailto:bursary@shsb.org.uk).

Yours sincerely,

Mrs L Ryan  
Head of Sixth Form

