

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



20th August 2026

Dear Students, Parents and Carers,

16–19 Bursary Fund for academic year 2026–2027

Students aged between 16 and 19 years (Years 12/13) may be eligible to apply for financial support through the 16–19 Bursary Fund if financial circumstances make participation in full-time education difficult.

The bursary is intended to support costs directly related to education and may contribute towards:

- School uniform and equipment
- School meals
- Books and course materials
- Educational visits
- Transport costs
- Other essential course-related expenses

Support for travel relating to up to three Higher Education visits may also be considered, subject to prior approval.

Please note that receipts or other evidence of expenditure may be requested. Students must reconfirm their eligibility at the start of each academic year. Where circumstances have changed, students may be required to submit a new application and provide updated evidence.

Types of bursaries available

There are two types of bursaries available (please refer to the 16–19 Bursary Policy for full eligibility criteria):

1. **Vulnerable Student Bursary** – available to students who meet the Government's eligibility criteria, including those who are:
 - in care
 - care leavers
 - receiving Income Support or Universal Credit in their own right
 - disabled students receiving both Disability Living Allowance (DLA) or Personal Independence Payment (PIP) and Employment and Support Allowance (ESA) or Universal Credit in their own right



2. **Discretionary Bursary** – available to students experiencing financial hardship and requiring support to participate in education. The school will normally consider applications where total household income is below £30,000 per annum.

As funding allocated to the school is limited, discretionary awards will depend on the number of eligible applications received and the funding available for distribution. All awards are subject to verification of eligibility and supporting evidence.

Conditions of receiving a bursary

Students are strongly advised to check in advance if an item is eligible for bursary funding before making any purchase, as retrospective approval and reimbursement cannot be guaranteed. Where possible, items may be ordered in advance through the school stationery shop or via approved suppliers such as Amazon. Otherwise, reimbursement will be made in line with school finance procedures and may be subject to processing times.

Bursary awards are administered by the school and may be conditional upon students meeting expectations relating to:

- Attendance
- Punctuality
- Behaviour
- Quality of work
- Adherence to the Sixth Form Code of Conduct

How to apply

If you believe you fall within one of the above categories, please complete the MS Form: [Application for the 16-19 Bursary Fund 2026/27 – Fill in form](#)

This submission will form your application and includes a declaration that the information provided is accurate, and that if awarded a bursary, the student (and parent/carer where applicable) understands and agrees to the conditions of the award as set out in the 16–19 Bursary Policy.

Please ensure that you have any supporting evidence available to email.

If you have any questions, please contact Mrs Gallagher, Sixth Form Administrator, at the above address or by email at bursary@shsb.org.uk.

Yours sincerely,



Mrs Ryan
Head of Sixth Form