

**CLEEVE SCHOOL
LEARNING AGREEMENT FOR BURSARY STUDENTS**

The main aim of the 16-19 Bursary Fund is to support students financially in their further education studies. We, as Sixth Form staff, have a duty to ensure that students comply with the following criteria:

- 1) Students attend both registration and lessons.
- 2) Students apply themselves to their studies.
- 3) Students meet the deadlines set by individual subject staff.
- 4) Students conduct themselves in accordance with the expectations of the Sixth Form.

The Bursary payment will only be authorised if:

- All your absences from school must be authorised by the school. In the case of appointments, driving tests, university visits, interviews you must ensure the school is notified in advance. If you are ill or organise an emergency morning appointment, you should telephone the school to notify us. Any holidays planned in term time will result in your payment being stopped.
- You must catch up any work missed through absence. On the first day you return to school, it is your responsibility to talk with the relevant subject staff to ensure that you do not fall behind with your studies.
- You always come to school fully prepared for your classes, ensuring that you have with you the appropriate books and equipment for the class. All timetabled lessons must be attended.
- You have consistently maintained good standards of work and meet course work requirements including completing homework by the appropriate deadlines.
- You have made a positive contribution to fulfilling any additional commitments, for example, EPQ, active participation, conferences, field trips, sporting activities, etc.
- Your commitment to subjects is judged as good or excellent by the Head of Sixth Form. (This must be reflected in mentoring profiles grades).

I understand that failure to comply with the above will jeopardize my bursary payment.

Student's Signature: Date: