



September 2024

Dear Parent/Carer

**BAY HOUSE SIXTH FORM - STUDENT CONTRIBUTION (2023 Entry)**

When your son/daughter first joined the Sixth Form here at Bay House we, in line with other colleges, asked for a student contribution of **£25 per academic year**. As they are now continuing their Sixth Form studies with us for a further year, we would respectfully request payment of this contribution.

The contribution will go a small way towards the printing, photocopying and paper costs that students incur. We will continue to provide them with A4 assessment books or folders and other stationery, such as subject dividers, to support them with the organisation of notes and resources.

Students will also benefit from the provision of text books free of charge, which are to be returned at the end of their time with us.

Students are encouraged to pay by cash, cheque (*made payable to GFM Education*) or card via the Finance Office at the earliest opportunity. You can also pay online via SCOPay and it is listed under 'Sixth Form Stationery Pack'.

Kind regards

Miss S Osborne  
Head of Sixth Form



**Please return slip and payment to the Finance Office asap**

**BAY HOUSE SIXTH FORM: STUDENT CONTRIBUTION – SEPTEMBER 2024** (*continuers*)

Student name: \_\_\_\_\_

I enclose cash/cheque for £25, made payable to 'KGA Education'. (*Please write student name and 'Sixth Form student contribution' on reverse of cheque.*)

Signed: \_\_\_\_\_ (Parent/Carer)

