

St George's School Windsor Castle Bursary & Financial Assistance Policy



St George's School is keen to make its education available to as wide a range of families as possible and to that end will consider applications for financial support from prospective and current parents.

Process

Parents who wish to apply for a bursary are asked by the School to complete a Confidential Statement of Financial Circumstances form. The form is confidential and requires full information about the family's financial circumstances, with supporting documentation.

The school uses an independent company, Bursary Administration Ltd (BAL), to review and assess bursary applications. Shortly after receipt of the application form BAL will arrange a home visit to talk through the financial circumstances form and discuss the application. These visits are undertaken at the applicant's home in a sensitive manner and all information is treated in the strictest confidence. The application and the BAL feedback is submitted to the Finance and General Purposes Committee at the School where a decision will be made about the value of the bursary that may be awarded.

Prospective students

Parents must make any desire or need to apply for financial assistance known to the School before accepting any offer of a place at the school. Financial assistance will be considered only for prospective students entering Year 4 and above.

Financial assistance applications will generally not be considered after the acceptance of a place at St George's School unless the application for support is triggered by a sudden, unforeseen change in family circumstances.

Applications for financial assistance should be received by the Business Director by 15 December before the academic year of entry. The Finance and General Purposes Committee will consider all applications at their Lent Term meeting.

In the event of spaces being available in Year 5 or above, the Head has the delegated power from Council to award means-tested bursaries to students from schools in Royal Borough of Windsor and Maidenhead who would benefit from a St George's education through to the end of Year 8. This process would take place from May onwards.

Existing Students – Change in Family circumstances

Despite having no designated Bursary Fund, the school tries to support families who find themselves in difficulty due to an unforeseen change in circumstances. The School will, in normal circumstances, endeavour to set aside funds each year for cases of sudden, unforeseen need or where applications meriting bursary assistance are

received out of the normal calendar cycle for bursary submission, scrutiny and award. This amount of support available will be set within budgetary constraints.

Parents with a child at the School whose financial circumstances suddenly change may apply for a bursary to the Business Director explaining their situation and requesting assistance. Such awards are subject to the means testing process above and any award will be subject to the availability of funding and cannot be guaranteed.

Evaluating applications for financial assistance

The School will consider a number of factors when making the judgement as to the justification for support, and the extent of such support.

Financial Limitations

The amount of the bursary award is not influenced by the level of the academic ability of the child but by the extent of need. Each case is assessed on its own merits and awards are made accordingly, subject to the School's ability to fund these within the context of what is viable within its overall budget. It is recognised that judgements about what sacrifices a family should make to pay school fees will be personal. However, the School has a duty to ensure that all bursary grants are well focussed and so, as well as current earnings, other factors which will be considered in determining the necessary level of grant will include:

- the ability to improve the financial position or earning power of the family.
- opportunities to release any capital. Significant capital savings and investments would be expected to be used for the payment of school fees, as would equity values in houses.
- in cases of separation, the contribution made by the absent parent.
- contribution to household costs by other, wider family members, any adults unrelated to the child or by outside sources.
- the School considers that the following would not be consistent with the award of a bursary:
 - o frequent or expensive holidays;
 - o new or luxury cars;
 - o investment in significant home improvements;
 - o a second property/land holdings.

Other Factors

It is recognised that, in addition to academic ability and financial constraints, there may be other circumstances which should be considered. These include:

- where the social needs of the child are relevant
- where a parent is unable to secure permanent employment due to poor health.

Annual Review

All bursary awards are subject to repeat testing of parental means each year and may be varied upwards or downwards depending on parental circumstances.

Current bursary holders will be issued with repeat means-testing forms at the beginning of January each year for return by the end of the month.

The School may reduce or withdraw an award not only where there has been a change in financial circumstance for the family but also where students' progress, attitude or behaviour has been unsatisfactory or where the parents have failed to support the school, for example by the late payment of any contribution they are making to the fees.

Other assistance

Parents are encouraged to apply for financial support from a third party where it is felt a good case can be made for assistance. Further information on how to pursue such assistance may be obtained from:

The Educational Trusts Forum

6 Lovat Lane

London

EC3R 8DT

Website : <http://www.educational-grants.org/>

The Choir Schools Association

<http://www.choirschools.org.uk/help-with-fees/>

IAPS iTrust

Enquiries should be made to the Bursary Secretary:

<https://iaps.uk/about/our-charities/>

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