


# Scholarships and Bursaries Policy

## Saint Nicholas School



<b>Approved by:</b>	 Headmaster  Chair of Governors	<b>Date:</b> April 2023
<b>Last reviewed on:</b>	April 2023	
<b>Next review due by:</b>	April 2025	

*This policy applies to all sections of the School including EYFS*

This policy:

1. Is non-contractual in nature;
2. Applies to all members of staff except those who have not completed their probationary period;
3. Can be adjusted by the School to suit specific circumstances;
4. Can be varied unilaterally by the School.

## **Scholarships**

### **Introduction**

The School wishes to attract pupils who demonstrate excellence within a given area to enrol at the school. To this end a series of scholarship places are available. These places provide both a reduction in fees but, more importantly give, successful candidates access to a programme of excellence which will develop them as individuals. These are available to pupils who can show a talent in either the academic, artistic, drama, music or sporting arenas.

### **Principles**

Scholarship awards are for a percentage reduction in fees and are decided upon by the Headmaster, and in consultation with key members of the Senior Leadership Team. The Heads of English, Mathematics and Science also have input through marking and setting papers and the teachers of Art, Drama, Music and PE have input to the award of relevant scholarships.

### **Awards**

Saint Nicholas School traditionally offers scholarships and awards at Year 7 entry. In exceptional circumstances, a scholarship or award may be considered for entry into other year groups of the School.

They are awarded to pupils who demonstrate that they will both, contribute to the continued success and strong reputation of the school, and gain most from the opportunities our scholarship programme provides. There is no set value attributed to any one scholarship award, although each award has a published ceiling, and the Headmaster makes the final decision on the number and value of the Scholarship offered. The recipients will remain on the Scholarship Programme until the end of Year 10 and keep the fee discount until the end of Year 11, subject to outstanding end of term reports which demonstrate continued excellent standards of work, performance and behaviour.

**The School is under no obligation to award a Scholarship if it does not feel there are candidates of the right calibre; The School also retains the right to remove a Scholarship if a Scholar is not performing to the standard required.**

### **Criteria for Awards**

#### **Academic (fee discount up to a maximum of 25%)**

The senior Academic Scholarship is awarded to a pupil who has the potential to gain at least seven grade 7-9 passes at GCSE. Assessment for the Academic Scholarship is completed via the entrance examination. An Academic Scholarship is only awarded to the pupil who achieves the highest grade, which is above the required standard, across the raft of papers set.

#### **Art, Drama, Music and Sport Scholarships (fee discount up to a maximum of 25% per scholarship)**

An Art, Drama, Music or Sport Scholarship is awarded to a pupil who shows flair within art, drama, music or PE. If a scholarship is awarded and accepted within one of these areas, there is a requirement that the pupil will carry this subject through and study it at GCSE level. There is also a requirement that the pupil continues to achieve to an excellent standard or represent the school within their scholarship area. For example, a Music Scholar would forfeit their scholarship if they decided they no longer wanted to perform in school concerts or school events.

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Pupils applying for a scholarship must be able to provide or be achieving to the following level:

- Art: to qualify for an Art Scholarship, pupils are expected to present a portfolio showing their artistic work in at least four different media.
- Music: to qualify for a Music Scholarship, pupils are expected to have reached a minimum standard of Grade 4 on their main instrument and at least Grade 2 on a second instrument (voice qualifies as an instrument) and demonstrate a natural flair in two audition pieces to the Director of Music and Headmaster.
- Drama: to qualify for a Drama Scholarship, pupils are expected to have reached a minimum standard of LAMDA Grade 3 or similar and demonstrate a natural flair in two audition pieces to the Teachers of Drama and Headmaster.
- Sport: to qualify for a Sport Scholarship, a pupil would be expected to have attended county trials in his or her major sport or to be able to show evidence of a high level of achievement in a county or national competition. Pupils would also be expected to show evidence of having regularly been involved in two different sports at a competitive level. They would also need to attend the Scholarship Performance Morning so their ability can be assessed by the Head of PE and Headmaster.

Parents accepting scholarship awards must be prepared to sign that they will keep their son or daughter at the school until the end of Year 11, unless they move out of the area or there are other extenuating circumstances.

## **Bursaries**

### **The Community Award Bursary**

#### **Introduction**

Saint Nicholas School is a registered charity that aims to advance education through charitable means. The School feels strongly that pupils from differing backgrounds should benefit from a Saint Nicholas education and, for that reason, it wishes to be able to offer places to pupils who meet the entrance criteria, but whose parents would not normally be able to afford the fees. Therefore, a series of Bursary places, called The Community Award, are made available to pupils from families in the local area.

#### **Principles**

The Community Awards are for a percentage reduction in fees and are means tested. Community Award applications are reviewed by the finance committee, who will provide the school with recommendations regarding the size of the award applicants require. The final bursary award offered is then decided upon by a panel made up of the Headmaster, Bursar and one member of the Governing Body, and can be awarded at anything up to 100% reduction in fees. **Community Awards are for school fees, curriculum trips and school meals only** and do not include any other additional 'extra' costs such as uniform or residential trips incurred by attending the school.

#### **The Community Award Allocation**

The School can offer the equivalent of a 100% Community Award bursary in each academic year. Once awarded, the recipient will keep this until they leave at either the end of Year 6 or Year 11, subject to annual reassessment of their parent's financial situation and the pupil maintaining excellent standards of effort, work and behaviour. **The School retains the right to remove a bursary if a benefitting pupil is not performing and behaving to the standard required.**

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### **Criteria for the Community Award**

Community Award places are awarded to pupils who can meet the standard entrance requirements as detailed in our Admissions Policy and whose parents can show, through a means test, that they are not in the position to pay full fees.

### **Assessment**

All applicants for Community Award bursaries are invited to attend for an academic assessment and are interviewed to find out their wider interests and skills beyond the academic areas tested. Prior to that, parents are asked to fill in the means testing form and return it to the Bursar. Any parent who would not qualify for a discounted place for their son or daughter is informed before the academic assessment takes place.

New parents should request a Community Award & Bursary application form from the Admissions Secretary.

### **Allocations**

The Bursary Award Panel ranks the pupils who sit the assessment in order of those they feel would offer most to the school and then a bursary assisted Community Award place is offered to a pupil or pupils at the top of that list.

### **Partial Awards**

If a pupil who is offered a Community Award bursary is not eligible for a full 100% reduction in fees then, if there are available places in the year group, the second-choice pupil would be offered a place with a reduction equal to the residue of the 100%. If this child's parents needed a reduction greater than was offered to be able to accept a place, then the place would be offered to the next on the list and so on. There is no limit on the number of partial awards that can be offered if these do not exceed the equivalent of the 100% reduction in the year group.

### **Other Bursary Allocations**

#### **Short-Term Bursaries**

In certain, specific circumstances, the School will offer additional bursary assisted places to existing pupils in a particular year group. This would only occur if the parents are able to demonstrate a significant change of circumstances.

The school would only agree such a bursary with a set of parents if it were clear that they had a plan for their child for the years following the end of the bursary, either to take them to another school or to be able to pay full fees at Saint Nicholas thereafter.

#### **Emergency Bursaries**

In circumstances where parents are faced with an unexpected and critical financial emergency, the Finance Committee has the discretion to award a bursary to an existing pupil for one term. It is hoped that this action would provide parents time to resolve any issue without the stress of worrying about its impact on their child's education.

#### **Special Circumstances**

The Headmaster reserves the right to make special arrangements over reduced fees with parents, outside the scope of this policy, with the agreement of the Finance Committee of the Governing Body.

Current parents should request a Bursary application form from the Bursar.

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