



AWARD OF BURSARY ASSISTANCE WITH FEES (Senior School)

Inspired by the philosophy of our founders, we recognise that ensuring the school is accessible to as many pupils as possible, enriches our community, enhances academic standards, is socially inclusive, and widens educational opportunity.

QE is committed to broadening access by offering eligible parents/guardians means-tested financial support with school fees. The School awards a number of means-tested bursaries for assistance with fees each year: the amount available for such assistance is determined annually by the Governing Body and is dependent upon the availability of funds, including endowment income. Through this policy QE continues to provide a first class education to its pupils, including children whose families would otherwise not be able to afford the fees.

Bursaries are awarded on a means-tested basis and are subject to satisfactory documentary evidence of parental income and financial circumstances. Bursary awards are reviewed annually on completion by parents of a confidential statement of financial circumstances. The School uses a sliding scale as a guideline to assist in determining the level of any award. Bursaries may be reduced if parental income increases; the School cannot guarantee that awards will increase if parental income decreases. No bursary will be awarded if an annual form is not submitted when required or if evidence of income or other relevant financial information is not produced.

All awards are subject to the school's 'Conditions of Award', which are provided to parents when awards are granted.

Bursaries may be available to new pupils on entry to Year 7, Year 9 and Year 12. In making decisions about the allocation of assistance with fees for pupils new to the school, the following will be taken into account.

- a) The pupil's performance in the entrance examination
- b) Parental income and capital assets and any availability of third party funding
- c) Other relevant circumstances (such as siblings in the school who may be in receipt of bursary awards)

All awards are subject to the school's ability to fund them within the context of its overall budget and cannot therefore be guaranteed. The school seeks to support as many children as possible through its limited bursary funds. Every year, there are more applications than there are funds available.

The school also has limited hardship bursary funds to provide short-term assistance to current parents where there has been an unforeseen change in financial circumstances. Such awards

are subject to availability and cannot be guaranteed. Hardship bursaries are not normally available to pupils who have not completed at least one academic year at the school. In making decisions about the allocation of assistance with fees for existing members of the school, the following will be taken into account:

- a) The availability of school funds for assistance of existing pupils
- b) The cause(s) of the change in family circumstances
- c) Evidence of the pupil's academic performance and general contribution to school life
- d) The availability of funds from other sources outside the school
- e) The pupil's year group and proximity to public examinations.

Decisions about the recipients and amount of any assistance offered are made by the Head in consultation with the Bursar, within the limit of available funds set by the Governors.

REVIEW:

Date policy updated	23 June 2023
Date policy to be reviewed by	31 December 2024 or earlier if required
Policy Owner	Head of QEH