



AWARD OF FINANCIAL 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. We abide by our school motto "*whilst we have time, let us do good*".

QEH 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 QEH continues to provide a first class education to its pupils, including children who would otherwise not be able to attend the school.

Bursaries are calculated 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 or financial circumstances improve; the school cannot guarantee that awards will increase if parental income decreases. No bursary will be continued if an annual form is not submitted when required or if satisfactory 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.

Means tested financial assistance may be available to new pupils on entry into the school from Year 7 onwards. 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 throughout the admissions process
- b) Parental income and net capital assets and any availability of third party funding
- c) Other relevant circumstances

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 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) and expected duration 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 Director of Finance and Operations, within the limit of available funds set by the Governors.

REVIEW:

Date policy updated	30 June 2025
Date policy to be reviewed by	30 June 2026 or earlier if required
Policy Owner	Director of Finance and Operations