

# Durston House

## Bursary Policy

### Aim of the Policy

- To broaden access to Durston House School by offering eligible parents or guardians means-tested financial support with payment of school fees.

### Objectives of the Policy

- To ensure that current and prospective parents and guardians are aware of the provision of bursaries according to need and the process by which they can apply. *(The term 'parents' used throughout the remainder of this document refers to both parents and guardians who are legally responsible for the child concerned.)*

### Introduction

Durston House School is committed to the award of bursaries (means-tested financial support), which may be awarded in the form of discount for up to 100% of the tuition fees payable, dependent on the financial circumstances of the applicants, and to assist with other chargeable activities for those awarded 100% bursaries.

### Bursaries Offered

#### Entry Bursaries

Bursaries will be provided for pupils entering the school at Year 3 (Junior School) or above according to need. In certain circumstances, pupils in receipt of 100% bursaries may also be provided with financial assistance to cover other school charges, to include school uniform, sportswear, and travel costs.

There will be provision for the number of pupils receiving bursarial support to be calculated according to the formula most conveniently expressed as 30% of the number of pupils in excess of 90% capacity. (The current capacity can be computed as 48 pupils x 9 year groups = 432 pupils.)

#### Hardship Bursaries

The school will consider the provision of means-tested assistance with fees for cases of sudden, unforeseen need experienced by families of existing pupils.

The level of bursary is determined by the extent of financial need and so applicants are required to complete a *Confidential Statement of Financial Circumstances* in order to provide details of their income and capital.

Entry Bursaries will remain in force throughout a pupil's time at the school, although they will be reviewed on an annual basis at the beginning of the Spring Term to ascertain whether or not the family's financial circumstances have changed significantly. The level of financial support for the forthcoming year may be subject to change to reflect the revised needs of the family.

Hardship Bursaries will be administered and reviewed in a manner similar to that of Entry Bursaries. They may be awarded for a school year, or on a termly basis. The duration of a Hardship Bursary will depend on the circumstances presented in consideration of the award.

***Evaluation of this Policy***

*This policy will be evaluated biennially by the school, amended where necessary and approved by SMT.*

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