

Queenswood



Bursary Policy

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BURSARY POLICY

Queenswood School is an independent fee paying school. Consistent with its charitable duty to provide public benefit, the School is committed to broadening access by offering to eligible parents/guardians means-tested financial support for the payment of school fees. Such support is known as a bursary and bursaries may be awarded in the form of a discount of up to 100 per cent on tuition fees payable, depending on the financial, or other pertinent circumstances of applicants.

The School has a small endowment fund for bursary awards. Each year some additional provision is made from School funds for bursary award purposes. Such provision will depend upon the School's financial position from time to time.

Awards are made on an individual basis relating to a family's financial circumstances (including savings, property and assets as well as other pertinent considerations). The award is subject to annual review to reflect any changes in the cost, and in the family's financial circumstances, and may be revised upwards or downwards.

General Principles

Candidate

A pupil for whom the bursary award is made is expected to:

- comfortably meet (and continue to meet) the academic and other standards of Queenswood and to contribute fully to the life of the school
- receive strong supportive confidential references from her previous schools
- at interview, demonstrate the ability to make the most of such an opportunity

Eligibility

Please be aware that being eligible for a bursary in no way guarantees that an award will be made.

To help the School establish financial eligibility for a bursary, it employs a specialist firm to review applications/renewals and make recommendations.

It will be appreciated that funds available for bursaries are limited. Consequently, the merits of applications are rigorously scrutinised, for instance as a general rule we will not consider applications from a family whose gross income is significantly greater than three times the school fees. Matters that will be taken into account include:

- the value of property (and in the case of highly valued property the amount of any mortgage is unlikely to be set off against such value)
- other possessions and/or savings
- whether the parents are both working
- in cases of separation, what contribution is being made by the non-resident parent
- ownership of a second property
- recent expenditure on home improvements or holidays
- whether the parents are resident outside the United Kingdom
- whether any bursary application has been made for other children at a fee paying school

Other Factors

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

- where a child has a sister at Queenswood
- where the social needs of the child are relevant
- where a parent/guardian is terminally ill or is unable to secure permanent employment due to poor health
- where a separation has resulted in the child having to be withdrawn from their school

Bursary Awards

Bursary awards will be either for a specified amount or for a percentage reduction of the tuition fee (day fee). Bursary awards will not normally cover the boarding element of the school fee or extra chargeable activities. School organised trips of an essential educational nature in the UK will normally be subsidised to the extent of the proportion of the bursary award to the tuition fee. This concession will not automatically extend to trips outside the United Kingdom.

Process

Application for a Bursary Award

To apply for a bursary, girls must be registered with the School. Should parents feel that they will be eligible for a bursary they will be asked to complete a confidential bursary application form at the point of registration; this comprehensively details their financial situation. Parents should indicate the amount of support, taking into account their financial circumstances, that they believe will be necessary from the School for their daughter to join Queenswood. Please note that bursary applications will not be accepted once the application deadline has passed.

Application for an Immediate Bursary Award

Existing pupils whose parents/guardians experience a significant change in circumstances that result in difficulties in meeting tuition fees may apply for an Immediate Bursary. Because of limited funds, and the likelihood that the level of support will be high, these are awarded judiciously and sparingly. In addition to the general principles covered above this will depend on:

- the stage at which the pupil has arrived in their education
- the potential of a proposed award to allow a pupil to reach an educational break point

In practical terms the award:

- must be affordable to the School
- will not be used to support those who have newly arrived at Queenswood
- would not be used to support those who require a number of years of funding to reach a suitable educational break point

Conditions

Bursary Review

All bursaries are subject to annual review at the start of the autumn term each year and in particular before the pupil changes from Year 11 to Sixth Form, as there is no automatic continuation of the bursary into the Sixth Form. Changes in financial circumstance will result in appropriate adjustment in the level of bursary offered for the following academic year. The School is unable to guarantee an increase in any award if family circumstances change adversely.

Overseas Trips

Pupils on bursaries must write to the Principal for permission to participate in overseas trips. Whilst permission will not be unreasonably withheld, we will take this information into account when conducting our annual bursary review.

Fees

Bursaries are dependent on the payment of any fees or extras due by the first day of each term.

Compliance with School Obligations

Bursaries are dependent upon the recipient meeting and continuing to meet Queenswood's academic and other standards.

Confidentiality

Queenswood respects the confidentiality of bursary awards made to families and recipients are expected to do likewise.

Contact

For more information about bursary awards and obtaining an application form, please contact:

The Bursar
Queenswood School
Shepherd's Way
Brookmans Park
Hatfield
Hertfordshire
AL9 6NS

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