



ABERDEEN HALL SCHOOL Bursary & Scholarship Programme

Authority and circulation

This policy has been authorised by the Board of Directors of Aberdeen Hall Preparatory School. It's status is advisory only and is available to any parent/guardian upon request.

Objection

The objective of this policy is to widen student access to the School and ensure that an Aberdeen Hall education is provided to children from a broad spectrum of society;

Introduction

The School's Financial Assistance Programme includes both Admissions Scholarships and Bursaries for parents of new students and Compassionate Bursaries for families who experience significant hardship during the school year. The programme is designed to assist families who for financial reasons might otherwise be unable to send or continue to send their child to the School.

Scholarships and are awarded to students who meet the criteria laid out in the Scholarship Application Procedure and whose parents are financially eligible. Scholarships and bursaries are means tested annually and awarded to families who are financially eligible and who meet the application requirements set out below in full. Assistance may not be provided to all applicants and consequently the School retains discretion as to the number of awards each year. All scholarship and bursary applications are treated in the strictest confidence. Students will not be made aware that they benefit from a bursary unless informed by their parents.

Eligibility and Procedure

All families of students at the School are eligible to apply for a bursary and should contact the Aberdeen Hall Business Office in the first instance for more information. Scholarships can only be applied for at admission and are limited to certain grades each year.

New Applicants to the School - The Application Process

Bursaries may be made available to parents/guardians of children on entering any year group at Aberdeen Hall Preparatory School (see the School's Admission's Policy). However, no scholarship or bursary can be offered unless / until the applicant has first satisfied the School's academic requirements/scholarship requirements in order to be offered a place (for application details please contact the Director of Admissions). Scholarships and Bursaries are awarded at the discretion of the Financial Assistance Committee who are responsible for the management of the Financial Assistance Programme. No action will be taken on the form until the academic assessment process is complete. Applications will normally be received during the Spring Term.

The Case for Assistance

The Financial Assistance Committee will consider a number of factors when making the assessment of the requirement for support.

Suitability of the Child

Application for Financial Assistance are available to those upon successful completion of the enrollment process.

Financial Limitations

The amount of the Scholarship or Bursary award is influenced by the learning profile of the child and by the extent of need. Each case is assessed on its own merits and awards are made accordingly, subject to the School's ability to fund these within the overall Financial Assistance budget. It is recognized that judgements about what sacrifices a family should make to pay tuition will be personal to that family. However, the School has a duty to ensure that all financial assistance is allocated appropriately and so, as well as current earnings, other factors will be considered in determining the level of any scholarship or bursary to be awarded. These will include (but are not limited to):

- The ability to improve the financial position or earning capacity of the family. For example, where there are two partners, both would be expected to be employed unless one is prevented from doing so through incapacity, the need to care for children under school age or other dependents, or the requirements of their partner's work.
- The opportunities available to release any capital to fund school fees.
- Significant capital savings and investments would be expected to be used for the payment of school fees, as would equity values in houses.
- In cases of separation, any contribution made by the absent parent.
- Where fees are being paid to other schools (or universities) the School's Financial Assistance programme will take into account all these expenditures.

Acknowledging that others might have a different view, the School considers that the following would not be consistent with the receipt of a bursary:

- Expenditure on frequent or expensive holidays and luxury cars

- Investment in significant home improvements
- A second property/land holdings

Other Factors:

It is recognized that, in addition to academic ability and financial constraints, there may be other circumstances which should be considered.

These include:

- Where a child has siblings at the School.
- Where the social needs of the child need to be taken into account.
- Where a parent/guardian is terminally ill or is unable to secure permanent employment due to poor health.
- Where a parental separation or parental bereavement may result in the child having to be withdrawn from the School.

Existing Students – Change in Family Circumstances

Within the overall Bursary budget, the School will in normal circumstances set aside each year a Compassionate Fund, for cases of sudden, unforeseen need or where applications meriting Bursary assistance are received out of the normal calendar cycle. This sum will be set within budgetary constraints. Parents/guardians with a child at the School whose financial circumstances suddenly change are advised to discuss the matter with the Director of Finance, who will be able to supply a bursary application form. Such awards are subject to the availability of funding and cannot be guaranteed. Each Bursary offer will reflect the particular circumstances of the recipient and be expressed as a % remission of tuition fees. All Compassionate Bursaries are awarded for one academic year and remain subject throughout that period to the conditions of award provided with the letter of offer.

Annual Review

All bursaries and scholarships are subject to an annual means-test review. Should the information disclosed in response to the questionnaire become inaccurate at a later date, the School must be informed of these changes. Failure to divulge requested information or a change in circumstances to the School could lead to a bursary or scholarship being withdrawn or withheld. For those already in receipt of bursaries or scholarships, the Head has the discretion to recommend to the Financial Assistance Committee the reduction or withdrawal of an award where:

- a student's progress is not satisfactory and/or attitude or behaviour does not meet with the school's Code of Conduct
- a parent's attitude and/or behaviour is not supportive of Aberdeen Hall
- the existence of outstanding dues or fees to the school

Funding additional costs of an Aberdeen Hall Education

We recognize that there are additional financial costs associated with attending Aberdeen Hall which are not covered by financial assistance such as; uniform, instrument rental, bussing and Horizons Week fieldtrips. Students on financial assistance would not be expected to attend the out of province Horizons week trips but would be expected to attend the alternative in province trips. Each student's situation would be treated individually and a discussion with the family would take place with a member of Administration before any trip was booked.

