

PRIOR PARK EDUCATIONAL TRUST
BURSARY AWARD POLICY AND PROCEDURE

The Governors of the Prior Park Educational Trust are committed to broadening access to its schools by offering to eligible parents/guardians means-tested financial support with the payment of schools fees. Such support is known as a Bursary and it may be awarded in the form of a discount of up to 100% on fees payable, depending on the circumstances of applicants. It must be appreciated, however, that funds are limited although Governors are committed to increasing provision over time.

Bursary awards are made according to a family's financial circumstances. Awards are subject to repeat testing of parental means each year and may be varied upwards or downwards, depending on parental circumstances. The levels of awards are reviewed and revised annually by the Bursar to reflect any changes in fee costs, and approved by the Governing Body. Although bursaries are generally awarded against this criterion, they may be varied upwards or downwards depending on individual parents/guardians' circumstances (e.g. their savings, investments and realisable assets, as well as their income, the size of their family, any other persons dependent upon them and like factors), compassionate or other pertinent considerations.

Requests for financial support usually fall into two categories:

- New applicants to the School, where a place has been offered but parents/guardians are unable to fund all the tuition fees;
- Existing pupils where a change in parents'/guardians' circumstances has resulted in difficulty in meeting fees and may result in the child being withdrawn part way through a stage of education.

Bursaries may be made available to parents/guardians of children attending schools in the Prior Park Educational Trust. They are awarded at the discretion of the Head and School Bursar, who are responsible for the management and co-ordination of the process which involves the completion and assessment of a Confidential Statement of Financial Circumstances. Further details are available from the Director of Admissions & Marketing.