GIGGLESWICK
SCHOOL

# Fee Remission Policy

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# 1 INTRODUCTION

Financial assistance is available to those families with children entering Giggleswick School in the form of scholarships and bursary awards. In addition, other forms of fee remission are available in certain circumstances.

# 2 SCHOLARSHIPS

## 2.1 GIGGLESWICK SCHOOL'S ETHOS FOR SCHOLARSHIPS

Scholarships at Giggleswick School are designed to attract children of outstanding talent and skill in a variety of fields. Through the excellence of our academic and cocurricular provision we aim to foster high achievement at all levels and to challenge outcomes.

## 2.2 ELIGIBILITY FOR SCHOLARSHIPS

Scholarships are not means-tested and are open to both internal and external candidates, but applicants must be registered with Giggleswick School. Giggleswick Prep School does not offer scholarships.

Senior school:

Scholarship exams/assessments are normally taken in the year preceding entry to Year 7 (11+), Year 9 (13+), and Lower Sixth (16+) and are offered in the following categories:

- Academic subjects
- All-Rounder (academic + either music, sport or drama)
- Music
- Choral (Year 9 and Sixth Form)
- Sport
- Drama (Year 9 and Sixth Form)
- Art (Year 9 and Sixth Form)
- Design (Sixth Form).

Music scholarships:

Holders of music scholarships may receive fee waivers for music lessons if a pupil has achieved beyond:

- Year 7 – Grade 3 with Distinction
- Year 9 & 12 – Grade 5 with Distinction.

Sport scholarship:

Pupils applying for sports scholarship will be expected to be playing a good level of club or representative level sport.

## 2.3 VALUE OF SCHOLARSHIPS

The value of a Giggleswick scholarship is the prestige of being awarded a scholarship, along with a combination of fee concession (in many, but not all cases) and additional support for the pupil in the field of the scholarship. The status of Giggleswick scholar means that a pupil will receive the support needed to meet their potential. It is a recognition of their ability and marks a commitment by the School. In return we expect that scholars fully engage with the additional support programmes made available to them and act as role models to others in the school. Scholars will be expected to meet the

standards laid out in the Scholar's Expectation Document. It covers commitment, standards and expectations. It provides the basis for the annual scholarship review. The fee concession will normally be5% or 15%, which parents/guardians of the awardee may elect to accept. More than one scholarship can be awarded to a candidate although the total scholarship available is 15%. Where families do not require the monetary aspect of the scholarship, the funds will be used to support other worthy candidates who require bursary support.

### 2.4 APPLICATION PROCESS FOR SCHOLARSHIPS

All candidates must be registered with Giggleswick School to enter the scholarship process.

Scholarships are awarded by the Headmaster within a budget framework for the number and value of scholarships defined by the Board of Governors annually.

### 2.5 ANNUAL REVIEW OF SCHOLARSHIPS

The scholarship will continue for every year that a pupil is in school, subject to annual review (see 'Conditions of Scholarships' below).

### 2.6 CONDITIONS OF SCHOLARSHIPS

For those in receipt of scholarships, Giggleswick School reserves the right to reduce or withdraw an award. Situations where this may arise include unsatisfactory progress, attitude or behaviour by a pupil, or where parents have failed to support Giggleswick School, for example through late payment of any contribution they are making to fees.

## 3 BURSARIES

### 3.1 GIGGLESWICK SCHOOL'S ETHOS FOR BURSARY AWARDS

Bursary awards are available to help those parents and guardians who would not normally be able to afford the full fees for an education at Giggleswick School. Bursary awards are intended for lower income families who live a modest lifestyle and are intended to provide fee assistance to those parents whose income is such that they would not be able to otherwise pay the full fees. This helps ensure that pupils at Giggleswick School are drawn from a diverse range of backgrounds.

### 3.2 ELIGIBILITY FOR BURSARY AWARDS

All bursaries are means-tested. Any child must first meet Giggleswick School's suitability and academic requirements and be offered a place before a bursary can be applied for. The level of bursary awarded will depend upon the degree of assistance required. This is assessed upon a declaration of income and assets and will be reassessed annually.

As a guide, applicants should normally have joint gross income of less than £70,000 and assets (property, savings etc) of less than £400,000, although regional variations will be taken into account. Where parents are divorced or separated, we require that both parents' income and assets is taken into account.

The School's bursary awards are limited by the funding available, and competition for these awards is very strong. Simply meeting the financial criteria for a bursary award does not guarantee the award being made, and other factors such as pastoral needs may be taken into account. Other factors might include:

- Pupils who have been awarded a scholarship, but who are not able to take up the place without further financial assistance.

- Pupils who do not meet the standard for an award of a scholarship, but who are highly recommended by their previous school, and demonstrate potential and are not able to take up the place without financial assistance.
- Families with children currently in Giggleswick School who experience unexpected financial difficulties as a result of incapacity or loss of employment or other family problems, when the pupil's education would be severely disrupted by a change of school.

Bursary awards are not available for asylum seekers or those who only have discretionary leave to remain (DLR).

Applicants must be in the correct English National curriculum year for their age.

### 3.3 VALUE OF BURSARY AWARDS

The amount of the bursary award is determined by the extent of financial need, rather than according to the child's level of academic ability. The level of bursary awarded is normally a discount of 10% to 30% on the advertised fee rate, depending on the assessment of the application. In some cases, it may be possible to award a higher percentage of remission depending upon the applicant's need and the funding available to the School. Bursary awards are only applicable to fees at Giggleswick School and are not transferable.

### 3.4 APPLICATION PROCESS FOR BURSARY AWARDS

Bursary awards are assessed upon completion by parents of a 'Bursary Application' form which requires a declaration of income for each tax year (ending 5 April). Assessments will either be conducted by Giggleswick School Finance Staff or by the School's nominated external bursary application assessor. The application may require an interview with the Bursar (or their nominee). The expectation is that a home visit may be undertaken as part of the assessment for a bursary award. Following this, any bursary awarded will be confirmed in writing.

### 3.5 ANNUAL REVIEW OF BURSARY AWARDS

The Bursary award will continue for every year that a pupil is in Giggleswick School, and will be reassessed annually in May, with confirmation of the exact amount of bursary awarded being provided during the summer holidays. Parents will be asked to provide documentary evidence to support their declaration of income. The school may ask parents to pay a greater contribution towards fees if their income rises, but there is no obligation on Giggleswick School's part to increase the bursary award should parents' income fall.

For bursary award recipients, Giggleswick School reserves the right to reduce or withdraw an award. Situations where this may arise include unsatisfactory progress, attitude or behaviour by a pupil, or where parents have failed to support Giggleswick School, for example through late payment of any contribution they are making to fees.

### 3.6 CIRCUMSTANCES WHICH INFLUENCE BURSARY AWARDS

Giggleswick School recognises that judgements about what sacrifices a family should make to pay school fees will be personal to that family. However, the School has a duty to ensure that bursary awards are well directed, so that many factors as well as current earnings are used to determine the level of bursary award. These factors include:

- The ability to improve the earning potential of the family, for example through a parent returning to work;
- The ability to release available capital such as that tied up in the equity value of houses or in pension funds;
- Contributions made by absent parents (in the case of separation);

- Contributions made by other family members such as grandparents.

Likewise, the following would not be considered consistent with the receipt of a bursary:

- Frequent or expensive holidays;
- New or luxury cars;
- Investment in significant home improvements;
- A second property or land holdings.

Other factors which may be taken into account for a bursary award include a second child at Giggleswick School, the social needs of the child, the health of a parent/guardian, or other family difficulties.

### 3.7 BURSARY AWARD DECISIONS

Bursary awards are made by the Bursar in consultation with the Headmaster. The value of awards is reported to the Board of Governors, although the names of recipients are kept anonymous.

The decision on bursary awards is final; there is no appeals procedure. It is the responsibility of applicants to provide true and accurate information through the application process.

### 3.8 BURSARY AWARDS FOR NON-UK RESIDENTS

Giggleswick School usually reserves bursary awards for UK residents and does not make bursaries available to those living outside the UK except in very exceptional circumstances. If overseas parents think they may be eligible for a bursary award they are encouraged to contact the Bursar for a confidential discussion.

### 3.9 INDICATIVE AWARDS

Bursary award offers made more than ten months before entry are indicative only. This is because fee levels, the amount of bursary funding available and the financial circumstances of parents/guardians will not be known.

### 3.10 GIGGLESWICK PREP SCHOOL

For entry to Giggleswick Prep School a discretionary bursary award may be made in exceptional circumstances, such as significant pastoral issues. Our normal approach is not to make bursary awards available for entry to Giggleswick Prep School.

### 3.11 CONFIDENTIALITY

Any family who would like to find out more about the value of bursaries and what one might mean in their case are welcome to talk in confidence to the Bursar or their nominee. Parents/guardians should be assured that at all stages any information provided remains confidential to a very small number of staff. Once a pupil starts in school with a bursary award, other pupils and teachers will not be aware of those with bursaries and those who pay full fees.

### 3.12 CONDITIONS OF BURSARY AWARD

Bursary awards are subject to terms and conditions for both the parent(s)/guardian and for the pupil. Any breach of these conditions may result in the bursary award being withdrawn.

These conditions are:

a) Any pupil in receipt of a bursary award is required to work hard, contribute positively to the life of Giggleswick School, be a credit to the school and set a good example to other pupils.

b) The parents are expected to support and encourage the pupil to achieve the above and to uphold the good name of Giggleswick School.
c) The parents are required to pay the balance of the fees account by the first day of term.
d) Where the pupil engages in serious misconduct, is expelled or withdrawn from the school without a term's written notice then Giggleswick School will ask parents to repay up to three terms' of benefits received under a bursary award.

# 4 OTHER FEE REMISSION

## 4.1 SIBLING ALLOWANCE

The sibling allowance is 5% per pupil for a second sibling and 10% for any further siblings while all siblings are in Giggleswick School. Once a sibling has left the school then the allowance is no longer applicable.

## 4.2 ARMED FORCES – CONTINUITY OF EDUCATION ALLOWANCE

Serving members of HM Armed Forces and other personnel who are employed by HM Government and who are in receipt of an allowance for the continuity of education are required to pay 10% of the full boarding fee. Giggleswick School will accept the continuity of education allowance in full payment of the outstanding fee. No further fee remissions can be awarded, including scholarship awards or sibling discounts.

## 4.3 OTHER SOURCES OF FINANCIAL ASSISTANCE

Giggleswick School encourages parents/guardians to consider applying for support from other organisations which provide assistance with school fees. Further information is available from:

The Educational Trusts Forum

Website: www.educational-grants.org

The Royal National Children's SpringBoard Foundation

Website: www.royalspringboard.org.uk