DULWICH COLLEGE
FOUNDED 1619

BURSARY POLICY

This policy should be read in conjunction with the Admissions Policy for Boys Entering the College from the Age of 7 to 18

Introduction

The Founder of Dulwich College, Edward Alleyn, established clear principles by which the College should be governed. One of these was supporting 'poor scholars' so that a Dulwich education might be available to all, irrespective of their financial circumstances. The Governors of Dulwich College remain committed to broadening access by offering financial assistance with school fees to those in need.

Bursarial support at levels of up to 100% of tuition fees may be available, depending on the financial circumstances of the applicants' families. Full awards are likely also to include financial support towards necessary extra costs such as lunches, uniform and (where appropriate) coach travel, as well as trips, to enable recipients to access fully a Dulwich education.

Bursary Applicants

Bursaries are awarded when the child joins the College; hardship bursaries may be awarded at a later stage of the child's time at the College (see below).

Pupils joining the Senior School

Most bursaries are awarded to pupils on joining the College at Years 7, 9 or 12. Priority will be given to those who are likely to gain most from the educational provision. The potential contribution of the pupil to the wider College community will be taken into consideration, as will the likely impact of the award on the enhancement of the pupil's educational opportunities. References from the pupil's current or previous school will form part of the process.

Bursary decisions about new applicants are generally made in the Michaelmas or Lent Term prior to the start of the academic year to which the bursaries relate.

Junior School & DUCKS

There is very limited bursarial provision for pupils in the Junior School. Bursaries are not awarded to children in DUCKS.

Hardship Bursaries

The College sets aside a limited fund each year to provide discretionary hardship bursaries for pupils whose families suddenly and unexpectedly find themselves in serious financial difficulty (e.g. when a parent dies or becomes seriously ill) during the course of the academic year. Such awards are subject to the availability of funding and the suitability of the candidate.

Hardship bursaries are intended to be short-term. They may therefore be limited to the end of an academic year or completion of a stage of education (e.g. the final year in the Lower or Middle School).

A hardship bursary may not include financial support for trips.

A hardship bursary is unlikely to be awarded if the family have already defaulted on payment of school fees to the College before the change of family circumstances occurred.

Overseas Scholarships

Arrangements for the award of certain scholarships to candidates from overseas are held under review by the Bursary Committee and the College Leadership Team. They include a significant means testing element.

Bursary Committee

The Bursary Committee is responsible for making decisions about bursary awards. The Bursary Committee is chaired by the Chair of the Bursary Committee or (in their absence) the Director of Admissions, Libraries & Archives.

Bursary Assessment Associates[1]

Bursary Assessment Associates ("BAA") assesses the financial circumstances of bursary applicants on behalf of the College. This ensures that a professional assessment is made and that all applications are treated consistently and fairly.

BAA will contact the parents to make arrangements for a meeting in person or video to ensure that any financial review is as correct as it can possibly be.

BAA will send its report on an application securely to the College's Bursary Committee and will then withdraw from the process, unless the Bursary Committee has any further enquiries it wishes BAA to make.

General Guidance

1. Each case is assessed on its own merits and awards are made subject to the College's funding ability, within the context of its overall budget.

[1] *Bursary Assessment Associates is a trading name of BAA Consultancy Ltd.*

2. The College's decision as to whether to award a bursary and how much to award is final.

3. It is extremely important that bursary applicants provide full and accurate disclosure of their and their household's financial circumstances.

4. Bursary applicants are required to sign a declaration that the information they have provided is both accurate and complete. If any information provided in a bursary application, or as part of the broader assessment process, is subsequently discovered to be false or misleading or incomplete, the College may withdraw any award which has been made with immediate effect and, depending on the circumstances may require reimbursement. The College may also terminate its contract with the parents and require the removal of the child from the College.

5. Both of the child's parents are required to complete the bursary application and provide full financial disclosure. If the parents are divorced or live separately, they will each be required to complete a separate application and provide full financial disclosure (including information about others with whom they live, e.g. any new spouse/partner, other children and/or stepchildren). The College will then consider the financial circumstances of each parent's household and then assess the overall situation.

6. If both parents are living, the College will not generally accept a bursary application by one parent only (e.g. where the other parent is refusing to participate in the process). However, the Bursary Committee recognises that these cases are sometimes complicated, and the College's Registrars are open to a conversation if a parent wishes to discuss the family's circumstances before proceeding with their application.

7. When assessing a family's financial circumstances, BAA will consider how much the parents can afford to pay towards school fees and whether there are any circumstances (e.g. family expenditure and lifestyle choices) that conflict with bursarial support.

8. Whilst the College would normally regard a family income of more than £110,000 as a barrier to bursarial support, it takes a holistic approach when assessing the family's circumstances rather than just using income tables.

9. Factors which will be considered in determining the appropriate level of award will include (but are not limited to):

- Any opportunities to improve the family's financial position or income (e.g. increased working).
- Any opportunities to release any capital (significant capital savings and investments would be expected to be used for the payment of school fees, as would realisable equity in property).
- Other school-aged children in the household(s) and any school or tuition fees being paid in respect of them.

- Potential contributions to household costs and school fees by other family members (e.g. grandparents) or third parties.

- Any course fees or accommodation costs being paid in relation to siblings at university.

10. To improve the financial position or earning power of the family, it is generally expected that:

- both parents will be in paid employment (unless prevented from doing so by serious illness or the need to care for children below school age);

- if the parents are divorced/separated, an appropriate financial contribution will be made by both parents (actual maintenance received, either voluntarily or as the result of a Court Order, is assessed as part of parental income);

- wherever possible, the parents will seek a contribution from other family members (e.g. grandparents), godparents or other outside sources.

11. The College considers that indications of wealth such as the following would not be consistent with the receipt of a bursary:

- a second property/land holdings;

- costly holidays or other expenditure that seems excessive in the case of a family seeking bursarial support;

- new or expensive cars;

- investment in significant home improvements;

- valuable works of art;

- children driving themselves to school;

- offshore accounts.

12. The College is unlikely to award a bursary where parents have failed to honour school fee payments to another school.

13. The College will not normally award a bursary where the child in respect of whom the application is made has a sibling who has a full fee-paying place at another independent school.

14. It is recognised that, in addition to academic ability and financial constraints, there may be other circumstances that should be considered. These might include:

- the pastoral needs of the child (e.g. the personal circumstances of the child may mean that the provision of boarding will materially help them);

- a parent being critically ill.

15. Parents may be required to sign an agreement accepting the award and the terms and conditions related to it.

16. A bursary may be removed if the pupil fails to make satisfactory academic progress or in the case of serious misconduct.

17. If a child is awarded a bursary, the parents must report to the College immediately if there is a material change in their financial circumstances.

18. All bursary awards are subject to an annual review and may be varied upwards or downwards depending on parental circumstances. Current bursary holders will be contacted in the Lent Term. For those already in receipt of bursaries, the College may reduce or withdraw an award where the parents/guardians have failed to make timely payment of their share of their child's school fees.

19. A bursary may be withdrawn in its entirety in accordance with the terms upon which such an award is made.

20. Recipients must respect the confidentiality of the financial details of any award, from the point of offer onwards.

21. If: (a) a pupil is awarded a scholarship as well as a bursary; and (b) the total of the scholarship and the bursary exceeds 100%, the excess over 100% is treated as an honorary scholarship.

Data Protection

Parents applying for a bursary submit information about their families for consideration by BAA and the College. For data protection law purposes, the College is the data controller, and BAA is a data processor in relation to the information submitted.

BAA is registered with the Information Commissioner's Office and has satisfied the College as to its arrangements regarding the security of any information and documents an applicant may provide.

In making a bursary application and completing the bursary application form, the parents will be taken to have consented to the processing of financial and personal data relating to the applicant, personal data relating to the child, and sensitive personal data relating to the applicants and the child, both by BAA and by the College. Relevant information may also be obtained from third parties to order to assess the award.

BAA will retain records in accordance with its data protection retention policies.

Policy Owner:	Chair of the Bursary Committee
Last Reviewed:	Michaelmas Term 2027
Date of Next Review:	Academic Year 2028-29