

## Bursary or scholarship: Conditions of Award

**Bursary:** A bursary is a means tested financial award. It may or may not be linked to the award of a scholarship and may be awarded to any qualifying pupil who satisfies the School's academic entry requirements.

**Scholarship:** A scholarship is an honour conferred upon a pupil for exceptional performance either in a musical, artistic or other specific sphere. It normally carries a nominal financial or tuition award and is not means tested.

- 1 **Grant of the award:** An Award is granted at the sole discretion of the St Paul's Girls' School (the **School**).
- 2 **Obligations of the pupil:** The pupil who is the subject of an Award is required to work hard, to contribute positively to the life of the School, to be a credit to the School and to set a good example to other pupils. The pupil must adhere to the School's required standards of conduct and progress. These are the **Purposes of the Award**.
- 3 **Obligations of the parent[s]:** The parents are required to:
  - 3.1 support and encourage the pupil to achieve the Purposes of the Award; and
  - 3.2 treat members of the School community reasonably and to uphold the aims and the good name of the School; and
  - 3.3 comply with the School's **Terms and Conditions**.
- 4 **Means tested awards:** All means tested awards will be subject to annual review and the parents shall each year be required to complete a financial means questionnaire. After any annual review, the School reserves the right to vary the value of the award with immediate effect and will confirm the new value in writing to the parents.
- 5 **Continuation of the award:** Continuation of the award is dependent upon the following conditions being fulfilled:
  - 5.1 in the case of a means tested award, the parents satisfy the School's financial requirements each year; and / or
  - 5.2 in respect of all awards:
  - 5.3 the financial resources allocated by the School to support the award being sufficient to maintain the award; and
  - 5.4 it being in the financial interests of the School to maintain the award.
- 6 **Confidentiality:** The value and terms and conditions of the award shall remain confidential between the parents and the pupil and the School.
- 7 **Termination of the award:** The award may be terminated on the following grounds:

7.1 **termination on financial grounds:** the School may terminate the award on one term's notice in writing if, in the opinion of the School Governors acting in good faith:

7.1.1 the parents have not satisfied the School's financial requirements under clause 4 and clause 5.1 above; or

7.1.2 the School is no longer able to continue the award under clause 5.2 above.

The termination shall take effect from the date set out in the written notice;

7.2 **termination on the grounds of conduct:** the School may terminate the award by written notice sent to the parents with immediate effect if, in the opinion of the School Governors acting in good faith, one or more of the following conditions has been fulfilled:

7.2.1 the pupil has not complied with the obligations set out in clause 2 above and in the further opinion of the Governors there has been no significant improvement following consultation with the parents and / or the pupil and the issue of a written warning; or

7.2.2 the parents have not complied with the obligations set out in clause 3 above; or

7.2.3 the parents of the pupil do not keep the value and terms and conditions of the award confidential in accordance with clause 6 above; or

7.2.4 the parents withdraw the pupil from the School without providing a full term's written notice.

7.3 **repayment of the award:** The parents will be required to repay all or part of the benefits received under the award if it is terminated in any of the following circumstances:

7.3.1 under clause 7.1.1 above if the parents have knowingly or recklessly provided false or inaccurate information about their financial position, all benefits received from the date on which the false or inaccurate information was supplied may be repayable; or

7.3.2 under clause 7.2.1 above if the pupil has been found to have committed a serious breach or series of persistent minor breaches of discipline for which the sanction would normally be expulsion or required removal, up to three terms' benefits (if received) may be repayable.

8 **Fees in lieu of notice:** For the avoidance of doubt, the benefit receivable under an award will not apply to any term for which the School has required payment of fees in lieu of notice.

9 **Terms and conditions:** These conditions of award take precedence over any of the School's ***Terms and Conditions*** which are inconsistent with them but in all other respects the School's ***Terms and Conditions*** as amended from time to time shall apply and these conditions of award shall be interpreted in accordance with them.