



MARLBOROUGH COLLEGE

Bursary Policy

Summer Term 2023



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Contents

1.	General	3
2.	Awareness	3
3.	Open Access	3
4.	Fundraising and sponsorship	3
5.	The Application Process	3
6.	Emergency Bursaries	5
7.	Criteria for Award	5
8.	Annual Review	6
9.	Confidentiality	6
10.	Extras	6
11.	Other Sources of Bursary Assistance	6
12.	Version control.....	7

1. General

- 1.1 The Council of Marlborough College is committed to broadening access by increasing the number of bursary places, particularly full bursaries. Eligible parents/carers will be offered means-tested financial support with the payment of school fees.
- 1.2 Bursaries are awarded at the discretion of Council. The Bursary Selection Group is responsible for the management and co-ordination of the process. This group comprises a cross-functional management group which makes recommendations to the Development and Foundation Committees of Council.
- 1.3 Applications for financial support usually fall into two categories:
 - 1.3.1 Entry bursaries – are available for new applicants to the College where parents/carers are unable to fund the fees in full. Some of the available funds are set aside for 100% and 110% 'life-changing' awards.
 - 1.3.2 Emergency bursaries – are available for parents/carers of existing pupils where a change in financial or personal circumstances has created a difficulty in paying the fees. Financial help may be offered in the form of a short-term award designed to allow the child to remain a pupil at the College until a natural 'break point' has been reached in their education.

2. Awareness

- 2.1 Information provided by the College alerting the parents/carers of prospective pupils to the possibility of gaining means-tested financial support with the payment of school fees can be found:
 - 2.1.1 on the College website;
 - 2.1.2 from time to time, in advertisements in the local press; and
 - 2.1.3 in liaison with local state primary and secondary schools, and also with relevant charities.

3. Open Access

- 3.1 Bursary support may be awarded in the form of a reduction of up to 100% of the fees and may include additional support for uniform, books and extras such as educational visits, depending on the financial or other relevant circumstances of applicants.

4. Fundraising and sponsorship

- 4.1 The Marlborough College Foundation is committed to increasing the funding it provides for bursaries at the College, in particular for 110% bursaries. The College also currently funds a number of bursaries. Certain bursaries may be funded by individual donors. In all cases, permission for pupils to be sponsored in this way will be sought from parents/carers in the first instance. Once sponsored, a donor will be given termly updates on the progress of the pupil they are funding and may potentially meet them and their parents/carers, usually towards the end of their time in the College, but only ever with the pupil's/parents'/carers' express permission.

5. The Application Process

- 5.1 Entry Bursaries

- 5.1.1 Entry bursaries are available to parents/carers of children entering the Shell and Sixth Form.
- 5.1.2 The process is coordinated by the Admissions Department on behalf of the Bursary Selection Group. Decisions are communicated by the Director of Admissions.

Suitability

- 5.1.3 Entry bursaries are available to parents/carers of children where the parents/carers do not have the financial means to pay part or all of the fees, and where the children are considered suitable for boarding education, and who fulfil one of the following criteria:

- 5.1.3.1 Increasing the diversity (including social, cultural, ethnic and international diversity) of the pupil community;
- 5.1.3.2 Supporting young people who would particularly benefit from a life-changing bursary;
- 5.1.3.3 Increasing the number of pupils from the immediate local area; or
- 5.1.3.4 Increasing the number of bursary pupils with particular academic and / or curricular strengths or potential (in line with the College's strategy).

- 5.1.4 Once awarded bursarial support and a place at the College, the pupil will become a Foundationer. Foundationers will be expected to fully embrace the opportunities offered throughout their time at Marlborough and to contribute fully and positively to the life of the College to the best of their ability. Behaviour and application should remain good throughout. This also applies to pupils in receipt of emergency bursaries. The College reserves the right to withdraw a bursary – entry or emergency – if at any time the behaviour and/or application of the pupil is considered by the College to be deficient.

- 5.1.5 Step One

Parents/carers seeking financial support are required to complete an application form (Confidential Statement of Financial Circumstances) which seeks to establish the financial resources of the household. The form is to be accompanied by copies of full documentary evidence to support details of income, expenses and capital. The form should be submitted to the Director of Admissions no later than the 1st July in the academic year in which the child is being assessed for entry to the College (this is normally Year 6 or 7 for Shell entry or Year 11 for Lower Sixth entry).

- 5.1.6 Step Two

Completed forms are passed to Bursary Administration Ltd (BAL) who undertake a home visit. BAL are a firm of independent assessors. Their visit involves a discussion about finances. BAL submit a report on the basis of the application form and home visit. The report includes a recommended level of assistance, where this is considered necessary.

- 5.1.7 Step Three

The Bursar reviews the BAL reports and affirms the recommendation or suggests amendment. The recommended level of assistance is passed to the Director of Admissions.

- 5.1.8 Step Four

Following the College's entry assessments for the year for which the candidate is applying, the Director of Admissions will determine whether or not a candidate has

performed strongly enough in the assessments and will compare their performance with that of other applicants requiring bursarial assistance. A recommended list is presented to the Bursary Selection Group.

5.1.9 Step Five

The Bursary Selection Group meets to assess the proposed list of recipients of bursaries and agrees the final list.

5.1.10 Step Six

Parents/carers are advised whether or not their child is to be offered a place in the College and a bursary by the Director of Admissions.

5.1.11 Step Seven

If the bursary is to be sponsored, permission will be sought first from the parents/carers of the applicant.

5.1.12 In exceptional circumstances, bursarial support may be available to families who make a late application to the College or who are successful in gaining a place but subsequently face a change of financial circumstance before their child begins at the College. However, this is dependent on funds available and is at the discretion of the Director of Admissions and the Bursar.

6. Emergency Bursaries

- 6.1 The College may provide financial support for cases of unforeseen need. Parents/carers whose financial circumstances suddenly change may apply to the Bursar. The process for evaluation is the same as described for those seeking entry bursaries.
- 6.2 Emergency bursaries are subject to the College having available funds and cannot be guaranteed. They are awarded on a temporary basis and will not be guaranteed for the remainder of the pupil's education at the College.

7. Criteria for Award

- 7.1 The College will consider a number of factors when making the judgement as to the justification for support, and the extent of such support.
- 7.2 Each case is assessed on its own merits and awards are made accordingly. It is recognised that judgements about what sacrifices parents/carers should make to pay school fees will be personal. However, the College has a duty to ensure that all bursary grants are well focussed and so, as well as current earnings, other factors which will be considered in determining the necessary level of grant will include:
 - 7.2.1 the ability to improve the financial position or earning power of the parents/carers. 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;
 - 7.2.2 opportunities to release any capital. Significant capital savings and investments would be expected to be used for the payment of school fees, as would equity values in houses;
 - 7.2.3 in cases of separation, the contribution made by the absent parent;
 - 7.2.4 contribution to household costs by other wider family members, any adults unrelated to the child or by outside sources;

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

- frequent or expensive holidays;
- new or luxury cars;
- investment in significant home improvements;
- a second property/land holdings.

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

7.2.6.1 where the social needs of the child are relevant;

7.2.6.2 where a parent is unable to secure permanent employment due to poor health.

8. Annual Review

8.1 Since September 2022, the awards of children joining the Shell have been subject to repeat testing of parental/carers' means in the academic year before the child begins at the College and may be varied upwards or downwards depending on parental/carers' circumstances. Final confirmation of the award will also be contingent on a satisfactory Year 8 Autumn Term report and/or reference at the discretion of the College, demonstrating good academic effort and behaviour and involvement in co-curricular aspects of school life.

8.2 The College reserves the right to withdraw a bursary should significant pastoral or behavioural concerns arise at any time before the child joins the school such that our ability to keep the child safe in a full boarding environment is compromised or it is deemed that their behaviour may be detrimental to the welfare of other boarders.

8.3 Once in the College, awards for all year groups are subject to repeat testing of parental/carers' means each year and may be varied upwards or downwards depending on parental/carers' circumstances. Once at the College, Foundationers are expected to remain worthy of their position by demonstrating good levels of academic effort, co-curricular contribution and good behaviour. This is also subject to periodic formal review.

9. Confidentiality

9.1 The College respects the right to confidentiality of bursary awards and recipients and will treat the sharing of this information with care. Recipients and their families are expected not to post the details of the awards publicly, including on social media

10. Extras

10.1 Bursary awards apply to tuition and boarding fees only. Extras must be paid in accordance with the Terms and Conditions of Marlborough College.

10.2 Depending on the level of need determined by the means tested assessment, additional help with extras may be available. This will be communicated clearly at the time the bursary is awarded.

10.3 Pro-rated assistance may be provided to holders of substantial bursaries for the expense of trips that are strictly for the furtherance of relevant academic enrichment.

11. Other Sources of Bursary Assistance

11.1 In addition to the College's funds, there are a number of educational and charitable trusts which provide assistance with tuition fees. In the majority of cases, these are to assist children who are

already attending a fee-paying school and due to a change of circumstances may be unable to remain. The College encourages parents/carers to apply for support where it is felt a good case can be made for assistance. Further information on how to pursue such assistance may be obtained from:

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12. Version control

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