



Bursary, Scholarship and Widening Access Policy

Policy date:	June 2025
Date of next review:	May 2026
Owner:	Director of Admissions and Marketing
SLT committee responsible:	SLT
Intended audience:	Prospective and current parents
Location:	School Portal, Governor Portal and website

Widening Access

1. Public benefit

- 1.1 Haileybury School ('the School') was founded as an educational charity, and as such, has a responsibility to provide benefit to the public. The Governors of Haileybury (known collectively as Council) are mindful of this obligation and, in addition to providing pupils with a high quality education, are committed to widening access to the School.
- 1.2 Each year, Council makes a percentage of the School's total gross school fee income available to provide financial support for pupils in the following circumstances:
 - bursarial support for UK pupils which is means-tested via the School's bursary application scheme to ensure that an education at Haileybury is accessible to all;
 - to support current UK pupils whose families fall into financial difficulties during their education at Haileybury; and
 - to support pupils who have been awarded scholarships.
- 1.3 A further key focus of Council's commitment to providing public benefit, is the School's sponsorship of local secondary school Haileybury Turnford, which it began sponsoring in 2015. The benefits of this partnership for Haileybury Turnford pupils include: academic opportunities including participation in Latin lessons and examinations; access to Haileybury's campus and grounds, including the new state of the art SciTech facility, Sports Complex and pitches; inclusion in a number of Haileybury programmes and activities, such as the Model United Nations (MUN) and the Combined Cadet Force (CCF); support with university applications; and attendance at various enrichment opportunities throughout the year.
- 1.4 The School's Development Department coordinates fundraising activities to provide additional financial resources for the School's bursary and scholarship funds, and for Haileybury Turnford.

Bursary Awards

2. Process of Application

- 2.1 The School welcomes new applications from parents of UK pupils who require bursary support to fund the fees in full or in part. All bursaries are means-tested through an independent assessment process carried out by an external body (Bursary Administration Limited or "BAL").
- 2.2 To make an application, parents should contact the Bursary Manager to obtain a BAL application form, which should be completed and returned. The form requires the provision of detailed financial information including proof of income and assets. BAL will then provide a report to the School setting out their recommendations as to the extent of bursary support which is justified, if any.
- 2.3 The School's Bursary Awards Committee (chaired by the Master, and also comprising the Director of Admissions, Financial Controller and Bursary Manager), meets regularly to consider bursary applications. They will review and consider BAL's recommendations along with a number of other factors when making a decision on entitlement to bursary support (see sections 3 and 4 below).
- 2.4 The size of the fund available for bursary awards is limited and the School must make evidenced-based decisions in the allocation of these funds. While every effort will be made to make an award sufficient to meet a family's needs, the funds to do this may not be available

and awards may therefore be reduced accordingly.

- 2.5 The School offers bursary support for children of parents currently serving in the Armed Forces. Each application is reviewed individually by the Bursary Awards Committee. To make an enquiry, parents should contact the Bursary Manager.

3. Suitability

- 3.1 As above, an applicant's suitability for a bursary award will be assessed by the Bursary Awards Committee. While the result of each applicant's academic assessment will be taken into account, a key consideration is the applicant's potential, as well as their actual achievement.
- 3.2 As bursary funds are limited, those judged most suitable will be given priority as being the most likely to gain from the educational provision. Each pupil to whom support is offered must be likely to make sound academic progress following admission, to benefit from participation in the wider extra-curricular activities on offer at the School, and to contribute positively to school life, thereby enriching the school community.
- 3.3 The ultimate decision on suitability will be made by the Master, based upon his professional experience and knowledge. The decision made is final and not subject to appeal. Detailed feedback will not be provided following assessment.
- 3.4 All bursary applications for the forthcoming academic year must be received prior to 1 October in the preceding academic year. Further details on how to apply can be obtained from the Bursary Manager, or are available on the School's website.

4. Financial limitations

- 4.1 The amount of the bursary award is influenced by the extent of need. Each case is assessed on its own merit. Awards are also subject to the availability of funds within the School's budget. Bursaries of up to 100% of school fees plus potentially an allowance for ancillary costs may be available.
- 4.2 It is recognised that judgements about what sacrifices a family should make to pay school fees will be personal and subjective. The School however has a duty to ensure that all bursary grants are justified. As well as current earnings, other factors will be considered in determining the appropriate level of award. These will include:
- The ability to improve the financial position or earning power of the family. For example, where there are two parents, both would be expected to be employed unless one is prevented from doing so through incapacity or the need to care for dependants.
 - Opportunities to release any capital. Significant capital savings and investments would be expected to be used for the payment of school fees, as would substantial equity value in property.
 - In cases of separation, the contribution made by the absent parent. Please note that both parents / legal guardians will usually be assessed unless there is evidence that it would not be reasonable to do so.
 - Contribution to household costs by other, wider, family members, any adults unrelated to the child, or by outside sources.
 - Where fees are being paid to other schools, these will be taken into account.

- The ability of an absent parent to make a contribution.

4.3 The School considers that indications of wealth such as, but not limited to, the following may 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 or land holdings.
- Significant equity within the family home.
- Children at other independent schools where a bursary application has not been made.

5. Annual review

- 5.1 All bursary awards are subject to an annual review of parental means each year and may be varied upwards or downwards depending upon changes in financial circumstances. For those in receipt of bursaries, the Governors have the discretion to reduce an award where a pupil's progress, attitude or behaviour has been unsatisfactory, and also where the parents / guardians have failed to comply with the School's terms and conditions, for example, by the late payment of any contribution they are making to the fees, or the failure to provide complete or accurate information.
- 5.2 Should further information come to the attention of the School that demonstrates a material non-disclosure of means in an application by a family in receipt of a bursary that would make the pupil ineligible for their award, the School reserves the right to take appropriate action.

6. Current parents

- 6.1 Bursary support can extend to parents of children already enrolled in the School, if they experience financial difficulties during their child's education at the School. Parents should contact the Bursary Manager in the first instance should their circumstances change and they wish to make an application for bursary support. The bursary application process above applies in such circumstances, and an application form should be completed which will be externally assessed by BAL. The Bursary Awards Committee will consider applications as described above.

7. Confidentiality

- 7.1 The School respects the confidentiality of bursary awards made to families and recipients are expected to do likewise. The School reserves the right to revoke a bursary if confidentiality is breached.

Scholarship Awards

8. Scholarships

- 8.1 The School awards scholarships in the following areas: academic, art, design and technology, drama, music and sport. Scholarships are awarded to pupils who demonstrate outstanding talent and will provide leadership in these areas.
- 8.2 Scholarships are normally only awarded to pupils on entry to the School. In exceptional

circumstances and at the discretion of the Master, they can be awarded to current pupils.

- 8.3 As with bursaries, all scholarships are expressed as a percentage reduction of the basic day or boarding fees. The normal award of scholarship is a 5% fee remission. Scholarships are awarded at up to a 10% fee remission to the strongest candidates. Pupils may be awarded more than one scholarship; the normal maximum total fee remission for those candidates holding multiple awards is 15%.
- 8.4 Academic scholarships are awarded to those pupils who have proven in assessment that they are of high ability across the subject range.
- 8.5 Art and design and technology scholarships are awarded to pupils of high ability in these disciplines. Drama, music and sports scholarships are awarded to candidates who excel in performance in these areas.
- 8.6 Honorary scholarships (those without financial benefit) are awarded at the discretion of the Master.
- 8.7 All scholarships are reviewed annually and the School reserves the right to withdraw a scholarship (including any associated fee remission) at any point from pupils who fail to live up to the expectations of a scholar. These expectations include (but are not limited to):
- maintaining high standards of behaviour at all times.
 - engaging with relevant extension opportunities.
 - being a role model and demonstrating leadership relevant to the scholarship that has been awarded.
 - showing appropriate levels of effort and commitment to improvement.
 - representing the School in activities relating to the scholarship, as required.

Version history		
Date	Reviewed by	Notes
August 2023	Director of Admissions and Marketing	New policy drafted
September 2023	SLT	Reviewed
November 2023	Governors' F&GP Committee	Reviewed
May 2025	Bursary Awards Committee; SLT	Reviewed and updated
June 2025	Governors' F&C Committee	Reviewed