



Bursary Scheme Frequently Asked Questions

September 2023

Nottingham High School operates a bursary scheme to assist in widening access to the education provided by the School to those who may find full tuition fees unaffordable. This document attempts to cover some of the most frequently asked questions surrounding the scheme.

What is a bursary?

A bursary is a form of means-tested assistance whereby the School is able to offer a reduction in the amount paid by the parents for the tuition of their child at the School. Sometimes it is referred to as an “Assisted Place”, but the two phrases mean the same thing.

How many bursary places are there?

The number of new bursaries varies from year to year depending on funds available. At present, there are typically 15 bursary places offered to Year 7 pupils.

How and when do I apply for a bursary?

On applying for a place in Year 7 at the School there is a section in the Entrance Assessment Application Form where you can indicate that you wish to enter your child for bursary-assistance.

If you do this, you will receive an email early in November detailing how to apply for a bursary-assisted place. The email will contain a link to an online form, for completion and submission no later than **22 November 2023**.

If I apply for a bursary, am I guaranteed to get one?

Unfortunately, there is no guarantee that you will be offered a bursary.

The School has limited funds available to fund bursary places and these funds are allocated after assessing all of the applicants.

The application process involves a full assessment of the financial and other circumstances of the family.

How much support can I get?

The amount of funding available to the School for bursary support is limited.

The scheme operates on the basis that, if circumstances dictate and funds available allow, a discount of up to 100% of the tuition fees can be given.

If funds are limited, how do you allocate the funds between applicants?

The school awards bursary-assisted places according to a child's ranking in the entrance exam and interview.

Each successful candidate who has applied for and qualifies for a bursary will be offered a bursary-assisted place in rank order of academic placement, until the available funds for bursary support are exhausted. After those funds are exhausted, only fee-paying places are available.

Is support available for items other than fees, such as travel costs and uniform?

The School has a small source of discretionary funds on which it can draw to provide some support for uniform, sports clothing and catering costs for those who qualify for 100% bursary.

What level of income do I need to be on to qualify for a Bursary?

This is a difficult question to provide a specific answer to, because the totality of your family's financial and other circumstances are taken into account in the assessment of a bursary offer. For example, the value of the family home or other assets may be taken into account. Bursaries are offered on a sliding scale basis, subject to the assessment of your financial and other circumstances. We operate a policy of awarding bursaries up to the full tuition fee in the year. The following table shows the approximate level of support that may be available at the total assessable family finances (involving assets, income, savings and shares) as a guide:

Total assessable family finances	Maximum Bursary as a % of tuition fee	Parental contribution per year (based on 2023/24 fee)
£24,000	100%	£Nil
£35,000	89%	£2,062
£45,000	75%	£4,485
£55,000	58%	£7,534
£65,000	32%	£12,108
£72,000	Nil	£17,937

Parents should remember that the value of the parental contribution referred to here is only a guide, based on a specific year's fee.

What information will I have to provide if I apply for a Bursary?

The application form asks for full details of your circumstances, and also requires you to support these with documentary evidence. This will require you to provide your bank statements and other personal information. The circumstances of the family unit in which the child lives, and all those who have financial responsibility for paying the fees, will be assessed, so the information required may cover a number of people. We do appreciate that the process involves you sharing a significant amount of personal information with us, but we feel sure that you will support the fact that we must ensure that the School's charitable funds are used in the most appropriate way. All information you provide to us will be treated in strict confidence. We will retain copies of relevant documentation of successful applicants for the duration of their time at school, and any original documents will be returned to you.

Will anyone visit my home?

The School uses a third-party representative company to visit the applicants' home as part of the assessment process, when there will be an opportunity for applicants to provide any further information in support of their application.

Do I have to apply every year?

The School will consider the level of bursary funding for the next academic year in the preceding spring/summer. We may ask you to complete a bursary renewal form so we can reassess your financial circumstances and alter the level of funding accordingly. We cannot award a renewed bursary if our reasonable requests for information are not complied with. Also, we may ask a third-party company to visit the parents'/guardians' house to ensure the information you have provided has been correctly interpreted.

If I have two children at the School, can I get a Bursary for both?

Yes, it is possible, but you should bear in mind that the financial assessment will be the same for both children and the parental contribution in respect of both will be the same; there is no additional discount for siblings. You should take this into account in your financial planning, and that bursary places are only available for those joining Year 7.

What happens if my circumstances change?

If you have been supported by the bursary scheme and your circumstances change significantly during the year, you should get in touch with the Finance Manager to discuss the situation. If funds are available, then a temporary increase in a bursary may be considered. Should a fee-paying parent experience a significant downturn in their finances then they can write to the Head who may consider whether bursary funding can be provided. In these cases, such an award is dependant on available funding and is at the discretion of the Head.

Can my bursary be withdrawn?

In normal circumstances, and assuming that the School has funds to continue the scheme, a bursary would only be withdrawn if the annual financial assessment indicated that support was no longer appropriate under the terms of the scheme. However, your attention is drawn to the fact that the Parent Contract states, *'An award may be withdrawn in accordance with (or by reference to) the terms upon which such award is made and/or if, in the opinion of the Head, your child's attendance, progress and/or behaviour (and/or your behaviour or conduct (or the behaviour or conduct of one of you) no longer merit the continuation of the award.'*

Will other pupils (or their parents) know if my child is awarded a bursary?

As far as the School divulging this information is concerned, absolutely not – that information is entirely confidential. No pupil in receipt of bursary support is treated any differently in the School from those who pay the full fees. Governors and members of the School's management team are aware of which pupils are financially supported, but this information is then only extended to those who need to know (for example, members of the Finance Office who collect the fees). Should you wish to let people know about the School's bursary scheme and how it has assisted you, the School has no objection to that.

What is the difference between a bursary and a scholarship?

The key difference is that a bursary is offered purely on the basis of an annual assessment of financial need, and can be up to the full value of the fees, whereas a Scholarship is a fixed sum per annum and is offered on the basis of academic merit.

Is there other support based on ability in Music, Sport, etc.?

At present instrumental scholarships covering free tuition on one instrument can be awarded to pupils on entry into Y7 and Y12. These scholarships are not means tested and, subject to certain conditions and an annual review, remain with the pupil for the duration of their time until Year 11 (if awarded in Y7), and Y13 (if awarded in Y12). Pupils will be expected to participate fully in the musical life of the school and participate in a minimum of three ensembles, one of which could include membership of a choir. Students need to have taken Grade 3 on entry into Y7 and Grade 7 on entry into Y12. Discretionary scholarships can also be awarded at any time if the Director of Music feels that the student has made excellent progress and has contributed significantly to the musical life of the school.

How do I get further information?

Please contact fees@nottinghamhigh.co.uk