BURSARIES POLICY

MEANS-TESTED BURSARIES

Introduction

The Governors of The Lord Wandsworth College Group (hereafter referred to as LWCG) are committed to broadening access to the schools within the Group by offering means-tested financial support towards the payment of school fees. Such support is known as a bursary and bursaries may be awarded in the form of a discount of up to 50% on fees payable, depending on the financial, compassionate or other pertinent circumstances of applicants.

Bursary awards are reviewed annually and may be varied, increased, decreased or withdrawn depending on the recipient's financial circumstances. LWCG considers each application on its own merit and takes into account such things as savings, investments and realisable assets as well as income, dependents, compassionate and other pertinent factors.

Awareness

Information provided by LWCG alerting the parents/guardians of prospective pupils to the possibility of obtaining means-tested financial support towards the payment of school fees is available from:

- The Lord Wandsworth College website.
- The St Neot's School website.

Categories of financial support

Requests for financial support usually fall into three categories:

1. Applicants to either school within LWCG who have been awarded a scholarship or other award, but their parents/guardians require further assistance with the fees.

2. Other applicants to either school within LWCG who have not received a scholarship/award and whose parents/guardians are unable to afford the full fees.

3. Existing pupils at either school within LWCG where a change in parents'/guardians' circumstances has resulted in difficulty in meeting fees and may result in the child being withdrawn part way through a stage of education.

The Application Process

Bursaries may be available to parents/guardians of children entering any year-group of either school within LWCG (see the LWC Admissions Policy and the St Neot's School Admissions Policy). They are awarded at the discretion of the Governors, and the Headmasters and Admissions teams are responsible for the management and coordination of the process.

Parents/guardians are required to complete an online 'Confidential Statement of Financial Circumstances' with the details of the financial circumstances of the household. The form, which requests details of income and capital, must be accompanied by full documentary evidence, and is available upon request from the relevant Admissions Office: admissions@lordwandsworth.org or admissions@stneotsprep.co.uk

LWCG strongly recommends that applications are made well in advance and parents should note that applications received later than the final day of the Spring Term immediately preceding the September of commencement will only be considered in exceptional circumstances.

LWCG employs the services of Bursary Administration Limited (BAL) and ITQ to assess most applications it receives. This work is carried out in the strictest confidence and BAL will arrange to call parents at their convenience. A report is then prepared and sent to the relevant school. The relevant Head and the Admissions team assess the report and write to the parents/guardians to confirm the outcome of the assessment and the level and terms of any bursary award.

Please note than when applying for a bursary, the applicant is deemed to be giving consent to LWCG to share the information provided with BAL and ITQ.

All bursary awards are subject to the LWCG admissions policies

The Case for Assistance

A number of factors are taken into consideration when assessing the justification for support and the extent to which this might extend. In the main, the suitability of the child for the relevant school within LWCG is the first consideration in granting support.

Suitability – in assessing a child's suitability, attention will be given to the academic assessment result of each applicant, but potential will also be considered as well as actual achievement. Bursary funds are limited and those judged most suitable will be given priority as those likely to gain most from the all-round educational provision and nurturing ethos of the relevant school within LWCG.

Financial limitations – the amount of the bursary award is not influenced by the level of the academic ability of the child but by the extent of need. Each case is assessed on its own merits and awards are made accordingly, subject to the limited funds available. It is recognised that judgements about what sacrifices a family should make to pay school fees are subjective, but LWCG has a duty to ensure that all bursary awards are well focused and therefore, as well as current earnings, the following factors will be taken into account:

- Any potential to improve the financial position or earning power of the family. 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.

- Opportunities to release any capital. LWCG would expect that significant capital savings and investments would be used for the payment of school fees, as would any significant realisable equity in property.

- In cases of separation, the contribution made by the absent parent.

- 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 or universities. If fees are being paid, or will be paid to another independent school, LWCG will require evidence that an application for assistance has also been made to that school.

Whilst acknowledging that others might have a different view, LWCG 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
- taking on increased borrowings to fund property purchase
- significant, regular expenditure on costly non-essential leisure pursuits and pastimes

Other factors – it is recognised that, in addition to academic ability and financial constraints, there may be other circumstances which should be considered. These include situations where:

- a child has siblings attending a school within LWCG.
- the social needs of the child are relevant (e.g. may be suffering from bullying at their present school).
- a parent/guardian is terminally ill or is unable to secure permanent employment due to poor health.
- a separation has resulted in the child having to be withdrawn from the school, adding to the stress of coping with the parents/guardians separating.

Current Pupils – Change in family circumstances

LWCG understands the importance of continuity for the pupils in its care and welcomes applications for financial assistance where parents' circumstances have changed.
The application process is set out above and application forms are available from the relevant Admissions Office. The process for assessing such applications is set out above and BAL will contact parents to arrange a mutually convenient time for their call. Awards are subject to the availability of funds. Whilst LWCG cannot guarantee support, it will do its best to assist parents of current pupils whenever possible.

Annual Review

All bursary awards are subject to annual review and may be varied depending on parental circumstances. Current bursary holders will be issued with a repeat Confidential Statement of Financial Circumstances form at the time of the review (normally during the Spring Term) for return within 14 days. In these circumstances, BAL will arrange to speak with parents before submitting a report for the relevant Head and Admissions team to consider. The Head has the discretion to recommend whether or not a reduction or withdrawal of an award is appropriate, not only where a pupil's progress, attitude or behaviour has been unsatisfactory but also where parents have failed to support the College, for example through regular late/non-payment of any contribution they are making towards school fees and 'extras'.

Confidentiality

LWCG and its agents fully respect the confidentiality of bursary awards made to families and recipients are required to do likewise.

Other Sources of Bursary Assistance

In addition to the bursary funds available within LWCG, there are a number of educational and charitable trusts which provide assistance with 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. LWCG encourages parents/guardians 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:
The Admissions Office: admissions@lordwandsworth.org admissions@stneotsprep.co.uk
The Educational Trusts Forum: www.educational-grants.org
The Royal National Children's Foundation: www.rncf.org.uk

Staff member responsible	*Revision Date*	*Approved By*	*Approval Date*	*Reason*
PDG	June 2026	Governors	03/06/2026	New joint policy