

Scholarship Policy

Recommended review period: Annual

Reviewed by: Principal & Director of Admissions, Marketing and
Communication

Date reviewed: September 2019

Next Review: August 2020



Contents

Introduction.....	3
1. Overview.....	3
2. Scholarship Awards	4
2.1 Academic and All-rounder Scholarships.....	4
2.2 Subject Awards.....	4
2.3 Principal’s Awards	4
2.4 The Josephine Lea Creative & Performing Arts Scholarship	4
2.5 Birkfield Academic Scholarship	4
2.6 The Michael Davey Sixth Form Scholarship.....	5
3. Other Awards.....	5
4. Governors’ Scholarship & Bursary Committee.....	5
5. Expectations of Scholars.....	7
6. Enrichment & Challenge.....	7
7. Continuity of Scholarships	7
8. Removal of Scholarships.....	7
9. Confidentiality & Conditions of the Scholarship Award	7
10. Applications	8
Appendix A - Scholarship Award: Conditions of the Award	9

Introduction

The College award a number of scholarships annually to recognise pupils with excellence, potential and talent in specific areas. As there is a high demand for scholarship awards, the application and assessment are highly competitive.

St Joseph's is committed to enabling such pupils to access the school's broad curriculum and all-round outstanding education, in line with its financial resources and commitments as a charity. Scholars are expected to enrich the school not only in their specialist area, but also across the College by upholding and embracing its ethos and our Core Framework below.

VISION: *Being our Best*

MISSION: *A Caring, High Achieving Community guided by Christian Values*

CORE VALUES: *Aspiration, Respect, Confidence*

Both monetary and non-monetary (honorary) scholarships can be awarded. Scholarships are not awarded to support families with school fees, but instead to recognise talent – please see the College's Bursary policy for information on means-tested awards. The number of scholarships awarded annually are subject to the College's budgetary constraints.

1. Overview

St Joseph's College can award scholarships to students entering **Year 5, Year 7, Year 9, or Year 12** in line with its financial and charitable resource and commitments. Pupils can only be in receipt of one scholarship at any one time. Parents will need to demonstrate they have sufficient funds to pay the remainder of the school fees. Scholarships are available for pupils who can demonstrate excellence and talent in the following areas:

- **Academic**
- **Art**
- **Drama**
- **Music**
- **Sport**
- **STEM (Science, Technology, Engineering and Mathematics)**

All Awards are made at the discretion of the College, further to receipt of a completed Scholarship Application Form, reference and completion of an assessment and interview. The recommendation of a scholarship award, its increase, decrease or removal is made by the Principal to the Governors' Scholarship and Bursary Committee, which may or may not approve the Principal's recommendation. Please note that the decision of the Scholarships Committee is final.

Scholarships are awarded for the duration of the scholar's education at the College, unless their progress, attendance, engagement or commitment are unsatisfactory and/or the scholar is not upholding the College's ethos and values.

Scholarship award concessions do not apply to boarding fees, only to the day fee. MOD and Staff children can only be awarded honorary scholarship awards i.e. non-monetary.

2. Scholarship Awards

2.1 Academic and All-rounder Scholarships

Academic Scholarships can be awarded to pupils who demonstrate high academic ability based on the College's assessment. All-rounder scholarships can be awarded to students who are assessed as gifted academically, as well as being talented in one of the specialist areas referenced above.

2.2 Subject Awards

Scholarships are available for pupils who can demonstrate potential, excellence, and talent in the following areas:

- Art
- Drama
- Music
- Sport
- STEM (Science, Technology, Engineering and Mathematics)

Please see the College's Scholarship Application Booklet for details on the assessment and criteria for each of the scholarships above.

2.3 Principal's Awards

The Principal can recommend to the Governors' Scholarship and Bursary Review Committee, monetary and honorary awards for excellence beyond the prescribed areas and points of entry of this policy.

2.4 The Josephine Lea Creative & Performing Arts Scholarship

The Josephine Lea Scholarship was created on the retirement from Governance by Mrs Lea, a Governor for over 30 years at the College. This award is made annually to one internal and one external student entering either Year 7, Year 9 or Year 12, who demonstrates passion, commitment and ability in one or more of the Creative and Performing Arts including Art, Drama, Dance or Music, with up to 50% fee remission.

This scholarship is awarded at the discretion of the Principal.

2.5 Birkfield Academic Scholarship

The College can offer annually up to two 100% Principal's Academic Scholarships into either GCSE and/or the Sixth Form. This award is based on the ability to achieve the top grades across the pupil's subjects.

This scholarship is awarded at the discretion of the Principal.

2.6 The Michael Davey Sixth Form Scholarship

The Michael Davey Sixth Form Scholarship is in memory of a much loved and respected former Head of Sixth Form. The awards are made annually to one internal and one external applicant with up to 100% fee remission available. The awards reflect the holistic ethos of the school, and they are therefore awarded to students who combine academic excellence along with a talent in and love of Sport and the Arts.

This scholarship is awarded at the discretion of the Principal.

3. Other Awards

Please contact the College's Director of Finance, if you require information on means-tested awards, sibling discount, fees paid in advance or as a lump sum or Educational Trusts.

4. Governors' Scholarship & Bursary Committee

The Governors' Scholarship & Bursary Committee, meets after the annual application and assessment deadlines below to approve recommendations from the Principal to award scholarships.

The Scholarship and Bursary Committee also meets annually to review all existing scholarships and bursaries and to approve their continuation, removal or reduction.

Key Dates for Scholarships into Year 5 (for current Year 4 pupils)	
Application Deadline	Monday 16 December 2019
Academic Scholarship Assessments	Tuesday 21 January 2020
Scholarship Assessments & Interviews	W/C Monday 20 January 2020
Offers made by	Wednesday 5 February 2020
Acceptance Deadline	Friday 6 March 2020
Key Dates for Scholarships into Year 7 (for current Year 6 pupils)	
Application Deadline	Monday 16 Dec 2019
Entrance Examinations & Academic Scholarship Assessments	Saturday 18 January 2020
Scholarship Assessments & Interviews	W/C 13 January 2020
Offers made by	Wednesday 5 February 2020
Acceptance Deadline	Friday 6 March 2020
Key Dates for Scholarships into Year 9 for (current Year 8 pupils)	
Application Deadline	Monday 3 February 2020
Entrance Examinations & Academic Scholarship Assessments	Wednesday 12 February 2020
Scholarship Assessments & Interviews	W/C Monday 10 February
Offers made by	Wednesday 4 March 2020
Acceptance Deadline	Friday 3 April 2020
Key Dates for Scholarships into Year 12 (for current Year 11 pupils)	
Application Deadline	Friday 8 November 2019
Entrance Examinations & Academic Scholarship Assessments	Wednesday 20 November
Scholarship Assessments & Interviews	W/C Monday 18 November
Offers made by	Thursday 5 December 2019
Acceptance Deadline	Friday 10 January 2020

5. Expectations of Scholars

Our scholars are academic and all-round role models, who always set an example; their attendance, diligence and conscientious approach in school has a positive influence on others around them, and their support for their peers is highly valued. We expect all scholars to apply themselves enthusiastically and try their best in everything they do at school.

Scholars champion the area of school life for which they hold an award, and they are leaders within it. They are expected to participate fully in the extra-curricular activities of their relevant subject/area, and always to prioritise commitments within school over others, wherever possible. Scholars are expected to commit to their subject at GCSE, BTEC and A-level unless there are extenuating circumstances and involvement in the extra-curricular aspect of the subject remains high.

St Joseph's College is committed to the development of Scholars, through tailored provision, challenge and support in their area of specialism throughout their school career. In return, Scholars and award holders are expected to maintain the highest standards, representing St Joseph's College, in order to enhance the academic, sporting, and creative life of the school.

6. Enrichment & Challenge

Scholars at St Joseph's College will be recognised and their achievement celebrated, including lapel pins, scholars' events and opportunities to compete and perform nationally and internationally.

7. Continuity of Scholarships

The continuity of the Scholarship award is subject to:

- an annual review and report from both the Head of the Subject and the Head of the School to the Principal and the Governors' Scholarship & Bursary Review Committee;
- In the case of Art, Drama, Music or Sport scholarships, the scholar continuing to participate in the discipline/s for which the award is made;
- In the case of STEM scholarships, the scholar continuing to study the subject/s for which the award is made.

Parents will be informed annually of the outcome of this review in writing during the Lent Term.

8. Removal of Scholarships

The Principal, together with the Governors' Scholarship & Bursary Review Committee, can withdraw or reduce a Scholarship award, if a Scholar's progress, behaviour, or attitude is unsatisfactory, involvement in their specialised area is minimal, or the College's ethos is not being embraced and upheld. Scholarships may also be removed where there is a lack of parental support for the school including the timely payment of school fees.

9. Confidentiality & Conditions of the Scholarship Award

The College respects the financial confidentiality of Scholarships awards made to families. Parents and their child/ren are also expected to maintain the confidentiality of the award. Any breach of confidentiality may result in the award being removed. For conditions of the Scholarship award, please see Appendix A.

10. Applications

For further information regarding our scholarship awards and to request a scholarship application form, please contact our Admissions Office on 01473 690281 or admissions@stjos.co.uk

Appendix A - Scholarship Award: Conditions of the Award

- 1 **Grant of the Award:** An Award is granted at the sole discretion of the College.
- 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 College, to be a credit to the College and to set a good example to other pupils. The pupil must adhere to the College'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 support and uphold the aims, values, ethos and good name of the College; and
 - 3.3 comply with the College's *Terms and Conditions*.
- 4 **Continuation of the award:** Continuation of the award is dependent upon the following conditions being fulfilled:
 - 4.1 the financial resources allocated by the College to support the award being sufficient to maintain the award; and
 - 4.2 it being in the financial interests of the College to maintain the award.
- 5 **Confidentiality:** The value and terms and conditions of the Award shall remain confidential between the parents and the pupil and the College.
- 6 **Termination of the Award:** The Award may be terminated on the following grounds:
 - 6.1 **termination on financial grounds:** the College may terminate the Award on one term's notice in writing if, in the opinion of the College's Governors acting in good faith:
 - 6.1.1 the parents have not satisfied the College's financial requirements under clause 3.1; or
 - 6.1.2 the College is no longer able to continue the Award under clause 4.1The termination shall take effect from the date set out in the written notice;
 - 6.2 **termination on the grounds of conduct:** the College may terminate the Award by written notice sent to the parents with immediate effect if, in the opinion of the College's Governors acting in good faith, one or more of the following conditions has been fulfilled:
 - 6.2.1 the pupil has not complied with the obligations set out in clause 2 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
 - 6.2.2 the parents have not complied with the obligations set out in clause 3.2 or 3.3; or

- 6.2.3 the parents of the pupil do not keep the value and terms and conditions of the Award confidential in accordance with clause 5; or
 - 6.2.4 the parents withdraw the pupil from the College without providing a full term's written notice.
- 6.3 **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:
- 6.3.1 under clause 6.1.1 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
 - 6.3.2 under clause 6.2.1 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.
- 7 **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 College requires payment of fees in lieu of notice.
- 8 **Conditions of Award:** These conditions of award take precedence over any of the College's *Terms and Conditions* which are inconsistent with them but in all other respects the College's *Terms and Conditions* as amended from time to time shall apply and these conditions of award shall be interpreted in accordance with them.