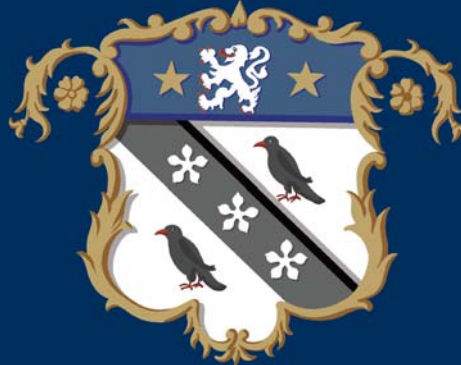


# SAINT RONAN'S SCHOOL



Awards and Bursaries



# INTRODUCTION

Saint Ronan's offers both awards based on merit and bursaries based on financial need.

**Stanley Harris Awards** are available to academically gifted children or children with a particular talent in either Music, Art or Sport. Candidates, who are applying to join the School in Year 3 or above, are assessed in the February of the year of entry. Recipients may receive up to 10% reduction in the termly day tuition fee.

**Bursaries** are offered to broaden the access to the School or to help current parents in the case of sudden financial hardship. Such assistance may amount to 100% depending on financial, compassionate or other pertinent circumstances of the applicants. All bursaries are subject to repeat means testing and may be varied upwards or downwards, depending on parental circumstances.

Families can apply for both Stanley Harris Awards as well as Bursaries.

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# STANLEY HARRIS



Stanley Harris was born just two years before Philip Crick founded the school in 1883. He went to Westminster School and then onto Pembroke College, Cambridge where he excelled at sport. He captained the Cambridge Football XI for the 1903/4 season.

In September 1904, after coming down from university, he began his teaching career teaching at Saint

Ronan's. The same year he gained his first international cap and, in time, became Captain of England's amateur football team.

In 1909, at the age of just 28, he acquired the school from Philip Crick and thus became the school's second headmaster.

Under his leadership the school flourished but his life was cut short by can-

cer. He died on the 4<sup>th</sup> May 1926 at the age of just 44.

In June 1928 Pembroke College established a scholarship in his memory which is awarded to the sons of former pupils of Saint Ronan's, Westminster or Pembroke College.

In 2005 Saint Ronan's established this award scheme in his honour.



# STANLEY HARRIS AWARDS

## **Eligibility for an Award**

Stanley Harris Awards are only available to families who are not already part of the Saint Ronan's community. The intention is to attract talented children who will enhance our community and provide them with a broad range of educational opportunities in preparation for 13+ transfer to Cranbrook or a Public School.

The Awards are available at any age for entry into the Prep School (years 3 to 8). Award holder receive a 10% remission on the tuition fee. This is a non means-tested merit award.

## **Assessment**

They are advertised in the local press and parents/guardians apply through forms available from the Registrar. The Awards are competitive and entry tests take place at the beginning of February. Children with special talent in up to two specific areas (e.g. art, music, sports) are seen by teachers in the relevant department and supporting references and reports are taken into account.

The level of financial assistance provided may be increased up to 100% remission on fees. This is determined by the same assessment of financial need used in an application for a bursary (see The Application Process below). Application forms should be submitted by the end of January so that they may be assessed in advance of the children's testing in February.

The Head and Deputy Heads will grade applicants in order of their academic and other talents, together with an assessment of their ability and potential to benefit from the educational opportunities available, while the Bursar will assess the level of financial assistance if requested.

Recommendations will then be put to the Awards Committee.

## **Obligations of the pupil**

A pupil who is the subject of an Award is required to work hard, to contribute positively to the life of the School, to be a credit to the School and to set a good example to other pupils.

## **Obligations of the Parents**

The parents are expected to support and encourage the pupil to achieve the purposes of the Award and to uphold the aims and the good name of the School.

**Withdrawal of the Award:** The Award may be withdrawn by written notice sent to a parent if, in the opinion of the Headmaster and acting in good faith, the pupil or a parent has not complied with the obligations set out above or otherwise the pupil has fallen below the required standards of conduct and progress and in the further opinion of the Headmaster there has been no significant improvement following consultation with a parent and/or the pupil and a written warning. Withdrawal of the Award shall take effect from the start of the following term.

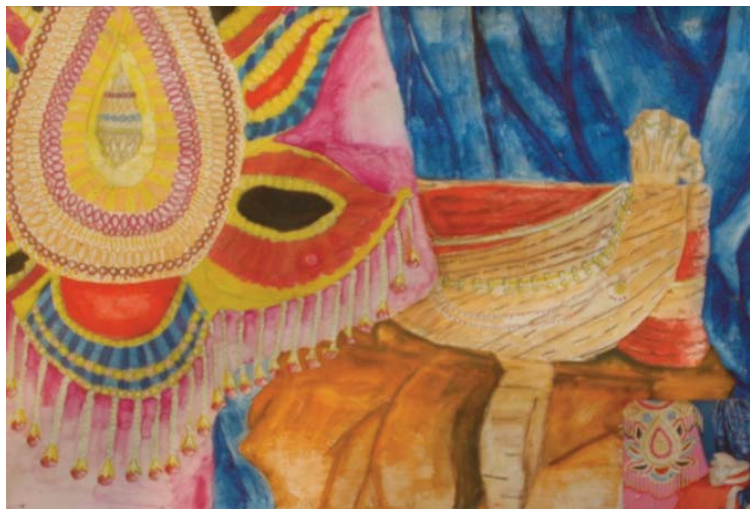
**Repayment events:** Parents shall be required forthwith upon written notice to repay all or part of the benefits they have received under the Award in any of the following circumstances:

1. up to three terms benefits (if received) if the pupil has engaged in serious misconduct or has been expelled or removed for reasons of misconduct by the requirement of the Head acting in good faith;

2. up to three terms benefits ( if received) in a case of the pupil being withdrawn for any reason during a school term without a term's written notice having been given;

3. Fees in lieu of notice: For the avoidance of doubt, the benefits payable under an Award do not apply to any term for which the School has required payment of fees in lieu of notice.

Terms and Conditions: These Conditions of Award take precedence over any of the School's terms and conditions which are inconsistent with them but in all other respects the terms and conditions as amended from time to time shall apply and these Conditions of Award shall be interpreted in accordance with them.



# BURSARIES

**Requests for bursary assistance usually fall into two categories:**

- **New applicants to the school, where a place has been offered but parents/guardians are unable to fund the tuition fees in full.**
- **Existing pupils where a change in parents/guardians' circumstances has resulted in difficulty in meeting tuition fees and may result in the child being withdrawn part way through a stage of education.**

The level of assistance is made on the basis of the Independent School's Bursars Association (ISBA) Scale of Awards, which sets out award levels in relation to a family's financial circumstances. This Scale of Awards is reviewed and revised annually. Though awards are generally tied to this scale, they may be varied upwards or downwards depending on individual parents/guardians' circumstances (e.g. their savings, investments and realisable assets, as well as their income, the size of their family, any other persons dependent upon them

and like factors), compassionate or other pertinent considerations.

## **New Applicants to the School**

### *Awareness*

Information provided by the School alerting the parents/guardians of potential pupils to the possibility of gaining means-tested financial assistance with the payment of school fees is included in:

- The Bursary and Awards booklet which is sent out with the School prospectus and sent to local State primary Schools
- The School website
- The local press by means of advertisements

## **The Application Process**

Bursaries may be made available to parents/guardians of children entering the School from Year 3 onwards. They are awarded at the discretion of the Trustees, and the Head and the Bursar are responsible for managing and coordinating the process.

- **Step One.** Parents/guardians seeking a bursary are required to complete an application form which seeks to establish the financial circumstances of the household. The form, which requests details of income and capital, is obtainable from the Bursar and must be accompanied by full documentary evidence. The completed forms, together with the necessary documentary evidence, are to be submitted to the Bursar as soon as possible in any year for bursaries to start the following September.
- **Step Two.** The Bursar assesses all applications in order to establish the likely level of assistance which will be required in order to allow the child to attend the School. This may involve the Bursar, or his representative, visiting the parents/guardians' home to ensure the information has been correctly interpreted and the basis of the financial assessment has been fair.
- **Step Three.** The Bursar prepares a recommendation in accordance with the ISBA Scale of Assistance which is considered with the Head and a joint





recommendation is then reached.

- Step Four. The joint recommendation is presented to the Awards Committee for approval.

- Step Five. The parents/guardians are advised whether their child is to be offered a place at the School and of the bursary offer.

- Step Six. Parents/guardians are then required to sign a letter accepting the place at the school and an acknowledgement agreeing to any conditions relating to the bursary.

### **The Assessment Process**

The Head and Bursar will consider a number of factors when making the judgement as to the justification for assistance, and the extent of such assistance. The child's suitability for the school is the first consideration in granting assistance.

- 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 likely to gain most from the educational provision will be given priority. Each pupil to whom assistance is offered must, in the opinion of the Head, be likely to make sound academic progress following admission and possess the potential to develop the quality of his or her work, and benefit from participation in the wider, extra-curricular activities on offer at the School. Each applicant should meet the School's normal academic requirements. Previous school reports will be consulted for evidence of good behaviour and potential.

- 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 School's ability to fund these within the context of its overall budget. It is recognised that judgements about what sacrifices a family should make to pay school fees will be personal. However, the

School 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:

- The ability 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. Significant capital savings and investments would be expected to be used for the payment of school fees, as would equity values in houses.

- 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) the School's grant will take into account all these outgoings.

- Acknowledging that others might have a different view, the School considers that the following would not be consistent with the receipt of an Award or bursary:

- Frequent or expensive holidays.
  - New or luxury cars.
  - Investment in significant home improvements.
  - A second property/land holdings.
- 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:

- Where a child has siblings at the School.
- Where the social needs of the child are relevant (e.g. may be suffering from bullying at their present school)
- Where a parent/guardian is terminally ill or is unable to secure per-

manent employment due to poor health

- Where 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.

### **Existing Pupils - Change in Family Circumstances**

Within the overall provision for bursarial assistance, the School will in normal circumstances set aside some funds for cases of sudden hardship or unforeseen need. Parents/guardians with a child at the School whose financial circumstances suddenly change may apply for a bursary to the Head, explaining their situation and completing the application form, obtainable from the Bursar. Such awards are subject to the availability of funding and cannot be guaranteed.

### **Annual Review**

All bursaries are subject to repeat testing of parental means each year and may be varied upwards or

downwards depending on parental circumstances. Current bursary holders will be issued with repeat means-testing forms at the beginning of May each year for return by the end of the month. For those previously in receipt of bursaries, the Head and Bursar, in making their joint recommendation to the Awards Committee, have the discretion to recommend to the Trustees the reduction or withdrawal of an award not only where a pupil's progress, attitude or behaviour has been unsatisfactory but also where the parents/guardians have failed to support the school, for example by the late payment of any contribution they are making to the fees.

### **Confidentiality**

The School respects the confidentiality of bursary awards made to families and recipients are expected to do likewise. A breach of confidentiality is likely to lead to the withdrawal of the bursary award.

## Other Sources of Bursary Assistance

In addition to the School's bursary fund, 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. Saint Ronan's School encourages parents/guardians to apply for assistance to the following where it is felt a good case can be made for assistance:

The Educational Trusts Forum and also  
The Joint Educational Trust  
6 Lovat Lane  
London EC3R 8DT

Email: [admin@jetcharity.org](mailto:admin@jetcharity.org)

Website: [www.jetcharity.org](http://www.jetcharity.org)



# PUBLIC SCHOOL AWARDS

A number of Public Schools offer award schemes that include the payment of prep school tuition fees. Each school's scheme differs so contact the relevant Registrar for further information.

Examples of schools that offer such awards include:

Benenden School

Eton College

Harrow School

Tonbridge School



**Saint Ronan's School**

Water Lane

Hawkhurst

Kent TN18 5DJ

T: 01580 752271 F: 01580 754882

E: [info@saintronans.co.uk](mailto:info@saintronans.co.uk) W: [www.saintronans.co.uk](http://www.saintronans.co.uk)

Registered Charity 1066420