



## **THE GORDON FOUNDATION ELIGIBILITY AND PROCEDURE FOR FOUNDATION AWARDS**

1. There are two categories of financial support provided by The Gordon Foundation (The Foundation):
  - a) Awards for new students entering Gordon's School (the School) and
  - b) Hardship Awards where a change in a current family's financial circumstances has resulted in difficulty meeting boarding charges and may result in the student being withdrawn partway through a stage of education.
2. In tandem with traditional support for parental requests for funding, we are committed to a proactive approach in utilising our Awards Fund to positively impact necessitous children. Actively seeking opportunities to transform lives and provide support via external trust, grants and partnerships."
3. Assessments of Foundation Awards will be based on measures of net income and net assets. The following will also be taken into account:
  - the ability to improve the financial position or earning power of the family
  - asset level and ability to release capital from savings, investments or property
  - the possibility of a contribution to household costs by other family members
  - whether the family has other children / dependents
  - in cases of divorce/separation, the financial arrangements for maintenance
  - whether the family is in possession of property other than the family home.
4. The following are not consistent with the receipt of financial support: frequent or expensive holidays, new or luxury cars, investment in significant home improvements, second property or land holdings, one parent not contributing financially to the household income unless prevented through ill-health or other circumstances.
5. The Awards Panel is unlikely to consider an application where there is one child at Gordon's and the family income exceeds £75k pa or the capital value of assets exceeds £500k (including free capital within the family home). The Awards Panel will look at the circumstances of making grants where there is more than one child in the family.
6. All applicants for Foundation Awards are required to complete a confidential statement of financial circumstances and to supply supporting documentation (additional information may be requested). As part of the process all candidates will meet with a representative of The Gordon Foundation, following which a video interview (sometimes a home visit) with a representative from Bursary Administration Ltd will be arranged.
7. All potential recipients of financial support have to meet Gordon's School's admissions criteria. Existing students who hold bursary awards are subject to an annual review of performance. Bursary holders are expected to be positive in approach and to participate fully in the academic and wider activity programme of the School. Their Awards are dependent on their fulfilling their obligations and meeting the School's expectations.
8. Formal applications for Awards are made once a place at the School has been offered and before a student has entered the school. All recommendations for bursary awards are approved by the Awards Panel which meets at least termly.

9. Hardship Awards may be awarded on a termly basis, depending on the circumstances surrounding the provision of the award. In some cases, The Foundation may provide bursary support on entry for the two Sixth Form years, if it is considered in the best interests of the student. The Foundation will endeavour to provide parents with one term's notice of any change to the level of assistance. All bursaries are discretionary and are subject to review.
10. Applicants in receipt of Free School Meals may also be eligible to apply for means tested bursary assistance, subject to the School's bursary criteria and assessment process.
11. All Awards are reviewed each year and the value awarded may vary year on year. Awards are expressed as a percentage reduction of the relevant boarding charge. There are strictly limited funds available each year. The decisions of the Awards Panel are final.
12. Students who receive an Award will meet with the Head for an informal discussion about expectations of the year ahead.
13. At the time of review, the panel will receive a report on each student, detailing participation in Inter-House events, P7, prep and general attitude around the school. Effort grades, attendance and Co-Curricular engagement will also be reviewed. Where reports are found to be negative this could have an affect on the outcome of the review. As with all students, Foundation Awarded students are expected to have a positive contribution to School life.
14. For Year 11 students intending to move into the Gordon's Sixth Form, a full review is required including a meeting with a representative of Bursary Administration Ltd either as a home visit or by video call. There is no guarantee that an Award for a Year 11 student at Gordon's will be re-awarded for the Sixth Form nor at the same value. The Awards Panel is likely to consider an application for assistance in the Sixth Form more favourably if the applicant student has obtained high effort grades in Years 7-11 and made a positive contribution to the life of Gordon's School.
15. A requirement of any Award made is that if any of the information disclosed in an Award application becomes inaccurate within the academic year for which it is awarded, The Foundation must be informed without delay. Failure to divulge requested information or a change in circumstances to The Foundation could lead to an award being withdrawn or withheld.
16. The Foundation respects the confidentiality of financial information provided and of awards made to families, and recipients are expected to do likewise.
17. The Foundation expects parents to explore other possible sources of financial support and in particular, to review the Education Trusts listed on the Educational Trusts' Forum website ([educational-grants.org.uk](http://educational-grants.org.uk)) for which the Foundation will provide appropriate support.
18. In the event that Gordon's has secured funding from any other educational trust(s), such funding will be used to reduce the Foundation's liability.
19. The Foundation may be able to assist with the costs of ancillary academic activities – should assistance be required, parents should contact the Development Director ([bursaries@gordons.school](mailto:bursaries@gordons.school)) in the first instance. An example would be the cost of instrumental lessons to support GCSE/A Level Music studies or assistance towards the cost of a languages trip.
20. In the event that demand for means-tested bursaries exceeds the availability of funds, the Awards Panel may have to make difficult decisions on the priority for allocating awards. This may result in no award being approved for a student who is either already at Gordon's School or whose parents have applied for a place.

## **DEFINITION**

**The term 'Parent' includes parent, guardian, step-parent or any other person who has assumed, or been granted by the court, parental responsibility for the child or children to whom an application relates.**

**The term 'Award' is the financial contribution given by The Gordon Foundation towards the charges for either Day, Weekly or Full boarding at Gordon's School**

Updated April 2024

Eligibility and Procedures 2024-25