

# ROYAL ALEXANDRA AND ALBERT SCHOOL

## BURSARY COMMITTEE

### TERMS OF REFERENCE

#### The Bursary Committee is to:

1. Implement the policy for awarding bursaries, as agreed by the Foundation, (the current version is attached to this document) within the financial constraints set by the Foundation.
2. Identify children whose home circumstances make boarding desirable and to award appropriate bursaries according to need and having taken into account other available contributions (including parental, LEA, and benevolent trusts).
3. Review and report on all bursaries annually and 'cause for concern' bursaries on an 'as required' basis.
4. Monitor appropriate statistical information on bursaries given.
5. Delegated authority is given to a sub committee comprising the Headmaster, Bursar and Chairman of the Committee to make decisions between meetings for cases of urgent need. These decisions will be brought to the full Bursary Committee for ratification.
6. The Chair of the Committee to alert the Chair of the Safeguarding Committee of any safeguarding matters identified by the Committee

**Membership:** Up to nine members who will comprise at least four members of the Board of Management. The Chairman of the Committee is to be the Chairman of the Board of Management or the nominee of the Chairman of the Board of Management.

**Quorum:** Three to include two Board members  
The Chair has a casting vote, where required

**Reporting to:** The Board of Management

## **POLICY FOR AWARDING BURSARIES**

**“Foundationers have to be without one or both parents OR have special circumstances that make it desirable that they should go to boarding school”**

Being without one parent means that at least one parent has died or has totally abandoned the child. It does not include the child of a couple who have simply got divorced. Being the child of a single parent does not, of itself, qualify a child for a bursary.

Bursaries will be means tested.

Special circumstances that make it desirable that a child should go to boarding school are that the child is vulnerable in his or her home or educational environment. Examples of vulnerability would be:

- a) the child is danger of neglect for whatever reason
- b) the child is in danger of physical abuse of whatever sort
- c) the child is in danger of mental or emotional bullying
- d) the child is exposed to immoral behaviour

In choosing who should become a Foundationer the degree of need is important but account should also be taken of

1. The potential that the child has to benefit from the education ( in the broadest sense ) provided by the Royal Alexandra and Albert School
2. The likelihood that other charities will pay a proportion of the boarding fees

The amount of the bursary will be reviewed each year and adjusted should the financial circumstances of the Foundationer have changed.