



The Dixie Grammar School

Nursery • Junior • Senior

BURSARY APPLICATION – THE DIXIE GRAMMAR SCHOOL

- 1) Please complete an application form (BAP001), so that the School can consider your application for a Governor Bursary Award. Similar forms are widely used in the Independent School Sector, and will be analysed by the Bursar Consultant in order for him to make recommendations to the Governing Body. A bursary is awarded in strict confidence to the recipient and is reviewed by the Bursar Consultant from time to time, generally on an annual basis. Enclosed are Guidance Notes for Completion (BAP002) and an explanatory leaflet on Bursary Funding (BAP003).
- 2) We are keen to enable talented pupils to attend the School and our bursary programme is there to achieve this. Assessment is made against parental income and a range of associated factors. As a registered charity we are obliged to means test all bursary awards. Such bursaries usually take the form of a percentage remission on the published school fees but may be for a specified financial sum and are to be distinguished from scholarships. However, a bursary may be awarded in addition to a scholarship.
- 3) I draw your attention to the comprehensive guidance notes in the enclosed forms. It is most important that all appropriate documentary evidence is included to support the detail supplied in Sections 4, 5, 6 and 7. As to property, a current property valuation is required; some estate agents will provide such a valuation free of charge - if not possible please provide other documentary evidence to support the valuation of any property that you own - for example a website ZOOPLA valuation. We advise you to keep a copy of what you submit and please answer all sections as fully as possible - gaps can delay the processing of your application.
- 4) **Once the form is complete and the documentary evidence available (which must be originals and which will be returned to you), it should be sent to the Bursar Consultant (Mr Jonathan Wheeler) in an envelope marked *Private and Confidential* and to reach him at the Senior school by the deadline for submissions. For September 2019 entry to the School, the deadline is Friday 10th January 2020.** If you have any queries during the completion of the form, please seek guidance from the Bursar Consultant or Mrs Susan Dawkins, the Finance Manager.

Mr Richard Lynn
Headmaster

Enclosures: BAP001, BAP002 and BAP003

BAP005

May2019