



FINTON HOUSE
SCHOOL

**SALLY WALKER BURSARY
POLICY & APPLICATION PROCESS
ISSUE 5 | SEPTEMBER 2025**

1. Policy Statement

It is the desire of the Patrons of the Sally Walker Bursary that this award be used to promote Public Benefit in providing the opportunities and advantages of independent education to any candidate who shows academic aptitude with an outstanding ability in at least one area of school life who will benefit fully from the broad curriculum that Finton House offers and will have the ability to go on to further education, and whose family is unable to meet the cost of independent schooling. The award is available to children who are aged seven or over on the 01 September of the year of entry, as long as a place is available. The recipient and the size of the award are recommended by the Head and Bursar of the school and approved at the discretion of a Committee of the School's Board of Governors. All applications put to the committee will be given equal consideration. The committee's decision is final and there is no appeal procedure.

2. Terms of Award

An award may cover up to 100% of tuition fees for the time the child is at the school. It may also cover the items below at the discretion of the committee and depending on individual circumstances.

- The cost of after school clubs, outings and residential trips.
- A full set of uniform is provided by our school outfitters, Perry Uniform. Replacement items of uniform will be at the cost of the family.
- Extra-curricular tuition such as music lessons.
- Extra academic support or specialist tuition for a child with special needs or a learning difficulty.
- A travel grant for child and accompanying adult using Transport for London.

3. Assessment

All cases are judged individually and family circumstances are taken into account. However, as a guide, applicants would be expected to have no more than £50,000 gross household income per annum, and no more than £300,000 equity in property (ie. property value net of outstanding borrowings).

It is recognised that judgments about what sacrifices a family should make to pay independent school fees will be personal. However, the School has a duty to ensure that any financial support it offers is well focused and targeted towards those most in need.

Therefore, in determining the appropriate level of assistance to be offered, in addition to current earnings, the following factors will be considered:

- Family circumstances: Where there are two parents, we will normally expect both partners to work, or to demonstrate that efforts have been made to maximise their financial position. Consideration will be given to couples where one partner is unable to work, eg. through incapacity or the need to care for young children or other family members.
- Equity that could be released to meet the cost of school fees, including any substantial savings, investments, property or land holdings.
- Fees being paid to other schools or institutions eg. school fees or costs related to caring for a family member.
- Any financial contributions being made by other family members eg. grandparents, or outside sources. In the case of separated couples, the level of contributions made by an absent partner.

An applicant's financial situation will be assessed by a confidential review of documentary evidence, including pay slips, bank and mortgage statements and will include a home visit. This review may be undertaken by a third party on behalf of the School. Bursary awards are subject to an annual review.

Other considerations are also important in assessing candidates and these include:

- The availability of a place in the school.
- The academic aptitude of the child. This is important in helping to plan for the child's secondary education. We may not offer a Bursary place if we feel the child may not be successful in achieving a similar offer from a secondary education partner. The school will work you to help achieve this. The school will request references from the child's current school to confirm attendance, academic performance and any safeguarding concerns.
- The involvement and support of parents in the education of their child. Parents should ensure that their child is punctual to school in full uniform and be willing to work with the school to arrange schooling beyond 11+ in a suitable senior school.
- The willingness to contribute to the life of the school through attendance at school events and participation in fundraising activities.
- The likelihood of the child integrating successfully into the school and making the most of the academic and extra-curricular opportunities and experiences on offer within the school's inclusive environment.
- The ability of the school to provide effectively for any special educational needs the child has.

4. The Bursary Application Process

Preliminary Enquiry

To apply for a Sally Walker Bursary, we recommend first contacting our Registrar for an informal discussion.

Applicants seeking an initial indication of eligibility and potential bursary level need to complete the Preliminary Bursary Enquiry Form. This form requests details about the pupil, along with information on household income and assets. Supporting documentation is not required at this stage.

For the formal application, applicants will be asked to provide full supporting documents for the Financial Assessment. All paperwork must be submitted by 31 December in the year prior to entry. Applications are acknowledged in writing, and the entire process is treated with strict confidentiality.

Parents informed of availability of a place.

The Registrar will advise parents in December of the year preceding entry whether or not any places are available, and therefore whether the assessment process can go ahead.

Meeting the Head

If places are available, Parents will be invited in January to an interview with the Head and Bursar. Both parents are expected to attend this interview (if they are both involved with the child's upbringing). A tour of the school will be offered by the Registrar.

Financial Screening

Eligibility for a Sally Walker Bursary is determined through financial screening. This may be conducted by a third party on behalf of the school. This will require you to provide information about income and capital assets and will involve a home visit. Pupils will then be shortlisted at this stage.

School Visit

Shortlisted children will be invited to spend a half day at the school, in a class of the appropriate age group, and undergo an academic assessment. They will also have an interview with either the Deputy Head (Academic), Deputy Head (Pastoral), or Class Teacher. There will be an opportunity to demonstrate any area(s) of particular achievement eg. Maths, English, Art, Music, Sport, Languages or Design Technology to support your application. We will also contact your child's school to ask for a confidential reference, which will include information about behaviour and attendance.

Home Visit

A home visit will be arranged for shortlisted candidates.

Decision

The Head will recommend Bursary applicants and a recommended level of bursary funding support to a Committee of the Board of Governors. The final decision as to the recipients of the award and level of support rests with this Committee. The Committee reserves the right not to make an award if they do not feel the right candidate has come forward.

Candidates will be informed in writing of the Committee's decision by the end of May in the year of entry.

Confidentiality

The school has a responsibility to inform applicants how we will look after the confidential data have provided in the course of your application. This includes, but is not restricted to, financial statements, school reports, bank or mortgage statements and payslips. If applicants are not successful the school will keep information for one year (in case applicants wish to reapply). After this, data will be returned to the applicant. If the application is successful and the child joins the school, the school will retain copies of personal data and hold it on file, but only for as long as it is necessary, after which time it will be securely destroyed.

Details of applicants' finances are only known by the Head, Bursar and Registrar and the members of the Governor's Committee.

END.