



SURBITON

HIGH SCHOOL

SCHOLARSHIP, AWARD or UNITED CHURCH SCHOOLS FOUNDATION BURSARY CONDITIONS OF AWARD

1. Every award of a Scholarship, Bursary or company Assisted Place is subject to high standards of behaviour, attendance and work. An award may be withdrawn if, in the opinion of the Head, the pupil's progress, attendance or behaviour no longer merit the award. Parents should be aware that Scholarship and Bursary Awards may be withdrawn in the event that any fees are more than one month overdue.
2. Bursary Awards are made on the basis that the parents will make a full and sufficient disclosure of their means, supported by all necessary documentary evidence and keep the School informed of any material changes to their circumstances. Bursaries are reviewed every year and parents will be asked to submit an updated application form as part of that process. Parents are asked to inform United Learning, should their financial circumstances change. Failure to do so may result in assistance being withdrawn or reclaimed and, in that event, parents will remain liable for the full amount of the fees.
3. 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. These are the *Purposes of the Award*.
4. Obligations of the Parent/s: 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. The parents are also required to pay the balance of the account by the due date.
5. Withdrawal of the Award: The Award may be withdrawn by written notice sent to a parent if, in the opinion of the Governors acting in good faith, the pupil or a parent has not complied with the obligations set out at paragraphs 1 and 2 above, or otherwise the pupil has fallen below the required standards of conduct and progress and in the further opinion of the Governors 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. Further, the Award may be withdrawn by written notice if the balance of the account remains unpaid 28 days after a written reminder has been sent to the parents.
6. 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:
 - a. 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;
 - b. 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.
7. 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.
8. Standard Terms and Conditions: These Conditions of Award take precedence over any of the School's Standard Terms and Conditions which are inconsistent with them, but in all other respects the standard terms and conditions as amended from time to time shall apply and these Conditions of Award shall be interpreted in accordance with them.