

Hamilton College



Governors' Bursaries: 2012 - 2013

Information for Parents

Christian Schools (Scotland) Limited
is a registered charity trading as
Hamilton College - SC006206

Bursary Scheme

The Board of Governors is committed to offering financial assistance to families through a Bursary Scheme which will allow pupils with potential to experience the distinctive, caring Christian ethos of the College. The bursary will be in the form of an agreed fee concession to successful applicants.

The Bursary Scheme is based on principles of fairness, openness and confidentiality.

Who is eligible?

The Scheme provides a number of bursaries to eligible pupils passing the entrance test and offered a place in J4 to S6, irrespective of whether the pupil has attended Hamilton College Junior School or another primary school.

How do you apply?

Parents will be asked to complete, in confidence, an application form, provide documentary evidence about earnings, and sign a declaration about their financial circumstances. In the interests of fairness, there is an earnings limit above which applications cannot be considered.

Application forms are available from November of the year preceding entry.

What happens next?

A Bursary Group nominated by the governing body will consider all applications regarding the information provided. If there are more applications than the number of bursaries available, these will be prioritised. The Bursary Group will make their recommendations to the Board, which has the final decision.

Parents will receive a letter informing them of the outcome.

Conditions

The continuation of a bursary beyond the initial award will be dependent upon the Principal's endorsement of the pupil's progress, attendance and good conduct in Hamilton College.

Duration of an award

A bursary is normally awarded for the duration of the child's education, subject to the above conditions. Parents must however advise the school of any substantive change in their financial circumstances. Evidence of earnings may be required from time to time.

Confidentiality

The system aims to assure applicants of confidentiality. All applications and financial information will be handled discreetly. Teaching staff have no access to information about which pupils receive financial support or fee concessions.

Are any other bursaries available?

Existing concessions will continue:

1. Sibling concessions for second or subsequent children.

Second child	-10%
Third child	-20%
Fourth child	-40%
2. Concessions for children of full-time Christian workers

All	-25%; plus sibling concessions where applicable
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NB The Board will request documentary evidence confirming the parent's status as a full-time Christian worker.

Timescale for 2012-2013 Applications

November 2011 onwards Financial criteria and Application Forms for bursaries for August 2011 are available from the Resource Manager and can also be downloaded from our website, www.hamiltoncollege.co.uk

January 2012 Completed applications to be returned to the Resource Manager on or before the Entrance Tests on 28th January 2012.

February 2012 Offers of a place at Hamilton College and the outcome of Bursary Application will be notified to the applicant on Thursday 9th February 2012. Acceptance by applicant of the place and the bursary is required as soon as possible but no later than Thursday 23rd February 2012.

Applications submitted outwith this time scale will be considered at the Governors' discretion.

A new application is required for each session.

Forms for 2013-2014 will be available from November 2013, and the process will follow a cycle similar to the above.

Completed Application Forms should be returned to:

Resource Manager,
Hamilton College,
Bothwell Road,
Hamilton ML3 0AY

A brief letter to the Chair of the Bursary Group indicating the reasons for the application should accompany the documentation.