



BURSARIES POLICY

Introduction

At Kimichi School, we are committed to providing equal opportunities for all students, regardless of their financial background. Our bursaries are designed to support students in their educational journey, ensuring that every pupil has access to quality education and extracurricular activities.

Objective

The purpose of this policy is to outline the criteria and expectations for students receiving financial assistance through the school's bursary program. We believe that engagement in school life, including extracurricular activities, is vital for personal growth and community building.

Eligibility Criteria

1. Bursaries are available to students who demonstrate financial need.
2. Applicants must submit a completed bursary application form (Appendix A) along with required documentation to assess their financial situation.
3. Bursaries will be awarded based on a fair evaluation process, considering the number of applicants and available funds.

Expectation of Participation

1. **Active Engagement:** Students who receive financial assistance are expected to actively participate in all extracurricular activities offered by the school. This participation is essential not only for personal development but also to foster a sense of gratitude and responsibility towards the support received.
2. **Attendance:** Recipients of bursaries must attend a minimum of 75% of scheduled extracurricular activities each term. This includes sports, clubs, cultural events, and community service initiatives. Attendance will be monitored, and students must communicate any conflicts in advance to their respective coordinators.
3. **Contribution to School Community:** Involvement in extracurricular activities is an opportunity for bursary recipients to give back to the school community. Students are encouraged to take on leadership roles, assist in organizing events, and support their peers, thereby demonstrating their appreciation for the financial assistance provided.

Review and Compliance

1. The bursary committee will review the participation of bursary recipients at the end of each term. Students who fail to meet the attendance requirements may be subject to a review of their bursary status.
2. Continued eligibility for future bursary support will depend on adherence to this policy and active engagement in school activities.

At Kimichi School, we believe that education extends beyond the classroom. Through participation in extracurricular activities, bursary recipients not only enhance their own educational experience but also contribute to the vibrant school community. We appreciate the commitment of our students to uphold these values and thank them for their dedication and involvement.

This policy will be reviewed annually to ensure it remains relevant and effective in supporting our students and the mission of Kimichi School.

- This policy agreed on (date) 28th August 2024
- By (name) Kirstie Berry
- (position) Chair of Governors

Review date 28th August 2025

Appendix A

****Kimichi School Bursary Application Form****

****Instructions****: Please complete this form to apply for a bursary at Kimichi School. Ensure that all sections are filled out accurately. Submit the completed form along with any required documentation to the bursary committee by the specified deadline.

****Section 1: Personal Information****

- ****Full Name of child****: _____

- ****Date of Birth****: _____

- ****Year****: _____

- ****Address****: _____

- ****City****: _____

- ****PostCode****: _____

****Section 2: Family Information****

- ****Parent/Guardian Name(s)****: _____

- ****Phone Number****: _____

- ****Email Address****: _____

- ****Relationship to Applicant****: _____

- ****Occupation of Parent/Guardian****: _____

- ****Annual Household Income****: _____

****Section 3: Financial Need****

1. ****Please provide a brief statement explaining your financial situation and why you are applying for a bursary****:

2. ****Do you receive any other forms of financial assistance?****

- Yes / No (circle one)

- If yes, please specify: _____

****Section 4: Extracurricular Participation****

1. **List any extracurricular activities you are currently involved in or wish to participate in at Kimichi School:**

2. **Explain how you plan to contribute to the school community through your participation in these activities:**

Section 5: Additional Documentation

Please attach the following documents with your application:

- A copy of your child's latest report card
- Proof of income (e.g., pay stubs, tax returns)
- Any additional documentation that supports your application (optional)

Section 6: Declaration

I hereby declare that the information provided in this application is accurate and complete to the best of my knowledge. I understand that participation in extracurricular activities is a condition of receiving the bursary and that failure to meet attendance requirements may affect my eligibility for future support.

- **Applicant's Signature:** _____

- **Date:** _____

****Submission Instructions****: Please submit this completed form and all required documentation to the HT prior to any agreed start date. This will then be forwarded to the governing body for discussion.

For any questions regarding the bursary application process, please contact the HT in the first instance.

Thank you for your interest in the Kimichi School bursary program. We look forward to reviewing your application.