KEW HOUSE SCHOLARSHIP POLICY

Kew House School award a number scholarships annually to recognise pupil excellence, potential and talent in specific areas. Scholarships are greatly sought after and only awarded after a process of rigorous selection. Scholars are nurtured in their endeavours by the School and are, in return, expected to enrich the school not only in their specialist area, but also across the institution by upholding, modelling, and embracing its ethos and core values.

Scholarships are awarded to recognise talent and potential, rather than to support families with school fees. Scholarships may be honorary, may encompass a specific set of benefits or may attract remission up to 20% of tuition fees at the discretion of the *Scholarship Committee*. The number of scholarships awarded annually are subject to the school's *Scholarship Committee*. Their decisions are based on the recommendations made to them as a result of the *application process*.

Scholarships in detail

Kew House School awards scholarships to students entering Year 7 and Year 12. In addition, Year 9 pupils may be nominated to the *Scholarship Committee* by the Headmaster. Pupils can only be in receipt of one scholarship at any one time.

Year 7 scholarships are available for pupils who can demonstrate potential, excellence and talent in the following areas:

- Academic
- Art and Design & Technology
- Music
- Drama
- Sport

Year 12 scholarships are available for pupils who can demonstrate potential, excellence and talent in the following areas:

- Academic
- Art and Design & Technology
- Music
- Drama
- Sport

In addition, the *Gardener Scholarship* is awarded to outstanding pupils who demonstrate excellence and talent across more than one field of the curriculum.

All scholarship awards are made at the discretion of the *Scholarship Committee*, further to receipt of a completed Scholarship Application Form, reference and completion of an assessment and interview. The recommendation of a scholarship award, or its removal, is made by the Headmaster to the *Scholarship Committee*. Whether or not the *Scholarship Committee* approve the Headmaster's recommendation, its decision is final.

Year 7 and Year 9 scholarships are awarded until the end of Year 11, with Year 12 scholarships awarded for the duration of the Sixth Form. A scholarship may be removed if the pupil's progress, attendance, engagement or commitment are unsatisfactory and/or the scholar is not upholding the School's ethos and values.

Types of scholarship

Academic Scholars

Academic Scholarships can be awarded to pupils who demonstrate high academic ability based on the School's assessment. For Year 7 scholarships, the assessment will be based on the School's application process, with its focus upon interview, written assessment and references. Following consultation with the senior leaders of the school, Year 9 academic scholars will be nominated by the Headmaster to the Scholarship Committee, there being no further application or assessment process.

Year 12 Scholarships are considered at three points in the year;

- to current and external applicants in Year 11 of their Autumn Term
- to current KHS Year 11 pupils as a result of excellence in January mock GCSE exams
- to Year 11 pupils with outstanding GCSE results

Art and Design, Music, Drama and Sports Scholars

Scholarships are available for pupils who can demonstrate potential, excellence, and talent in the relevant subject area. Music scholarships are offered with peripatetic fee remission for up to two instruments for the duration of the scholarship. Drama scholarships are offered with fee remission in preparation for Lamda examinations. Art and Design Technology scholarships are accompanied by an exciting extension package of materials and enrichment opportunities within the Scholarship Programme. The Headmaster may make recommendations to the Scholarship Committee in line with the stated time periods set out in this document

Gardener Scholars

For pupils in Year 12, all-rounder Gardener Scholarships can be awarded to students who are assessed as gifted academically, as well as being talented in at least one of the specialist subject areas recognised by the Subject Awards. This scholarship is awarded to someone who contributes in an all-round way to school life and reflects the school's values. There is no additional application process for the Gardener Scholarship.

Scholarship Application Process

The School's *Scholarship Application Process* is available on the Kew House School website for details on the timing, assessment and criteria for each of the scholarships above.

The Scholarship Committee

The *Scholarship Committee* meets after the application and assessment deadlines to approve recommendations from the Headmaster to award scholarships.

The *Scholarship Committee* also meets annually to review all existing scholarships to approve their continuation, removal or amendment.

Key dates for School year 2023/24

Key Dates for Scholarships into Year 7

- Application Deadline 8th December 2023
- Scholarship Assessments & Interviews week commencing 15th January 2024
- Offers made Friday 9th February 2023
- Acceptance Deadline Monday 4th March 2023

Key Dates for Scholarships into Year 12

- All Year 11 and applicants to join the Sixth Form at Kew House may submit an application for consideration for a Sixth Form Scholarship
- Applications must be made via the online application form by Wednesday 15th November 2023
- After due consideration of the applications, the Headmaster and their leadership team will invite a number of applicants to a Scholarship Interview with the Headmaster and at least one other senior colleague.
- Scholarship interviews take place through November with nominations made to the Scholarship Committee by the Headmaster
- Year 12 scholars will be informed of awards by the end of November
- Further scholarships for current Kew House Year 11 pupil may be awarded after nomination to the Scholarship Committee as a result of outstanding performance in the Mock GCSE examinations

Expectations of Scholars

Kew House Scholars are academic and all-round role models, who always set an example by their attendance, diligence and conscientious approach. Scholars have a

positive influence on others around them, and their support for their peers is highly valued. We expect all scholars to apply themselves enthusiastically and try their best in everything they do at school.

Scholars champion the area of school life for which they hold an award, and they are leaders within it. They are expected to participate fully in the extra-curricular activities of their relevant subject/area, and always to prioritise commitments within school over others, wherever possible. Scholars are expected to commit to their subject at GCSE, and A-level unless there are extenuating circumstances and involvement in the extra-curricular aspect of the subject remains high.

Kew House School recognises the commitment made by scholars to the learning community and in return is committed to the development of Scholars. This commitment is evidenced through a targeted provision, to challenge and support them in their area of specialism. Subsequently, Scholars and award holders are expected to maintain the highest standards, representing Kew House School, in order to enhance the academic, sporting, and creative life of the school.

Enrichment and opportunity

Scholars will be recognised within the school and their achievements celebrated, with a range of enrichment events and opportunities to compete and perform nationally and internationally.

Scholarship review

The continuity of the Scholarship award is subject to:

- an annual review and report from both the Head of the Subject and the Head of Year to the Headmaster and the Scholarship Committee;
- In the case of Art, Drama, Music or Sport scholarships, the scholar continuing to participate in the discipline/s for which the award is made;

Parents will be informed annually of the outcome of this review in writing during the Autumn Term.

Removal of scholarships

The Headmaster, together with the *Scholarship Committee*, can withdraw or reduce a Scholarship award, if a Scholar's progress, behaviour, or attitude is unsatisfactory; involvement in their specialised area is minimal; or the School's ethos is not being embraced and upheld. Any concerns regarding the potential removal of scholarships will be communicated prior to any decisions being made, to allow the opportunity for the pupil to meet the expectations of the scholarship award.

Terms and Conditions of scholarship awards

The School respects the financial confidentiality of Scholarships awards made to families. Parents and their child/ren are also expected to maintain the confidentiality of the award. Any breach of confidentiality may result in the award being removed. Terms and conditions of the scholarship award are included as Appendix A to this Policy.

Appendix A - Scholarship Award: Conditions of the Award

1. Grant of the Award: An Award is granted at the sole discretion of the School.

2. Obligations of the pupil: The 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. The pupil must adhere to the School's required standards of conduct and progress. These are the Purposes of the Award.

3. Obligations of the parent(s): The parents are required to:
   3.1. support and encourage the pupil to achieve the Purposes of the Award;
   3.2. support and uphold the aims, values, ethos and good name of the School;
   3.3. comply with the School's Terms and Conditions.

4. Continuation of the award: Continuation of the award is dependent upon the following conditions being fulfilled:
   4.1. the financial resources allocated by the School to support the award being sufficient to maintain the award;
   4.2. it being in the financial interests of the School to maintain the award;
   4.3. award holders meeting targets and expectations of progress set by the subject Head of Department.

5. Confidentiality: The value and terms and conditions of the Award shall remain confidential between the parents and the pupil and the School.

6. Termination of the Award: The Award may be terminated on the following grounds:
   6.1. termination on financial grounds: the School may terminate the Award on one term's notice in writing if, in the opinion of the School's Directors acting in good faith:
      6.1.1. the School is no longer able to continue the Award under clause 4.1 The termination shall take effect from the date set out in the written notice;
   6.2. termination on the grounds of conduct: the School may terminate the Award by written notice sent to the parents with immediate effect if, in the opinion of the School's Directors acting in good faith, one or more of the following conditions has been fulfilled:
      6.2.1. the pupil has not complied with the obligations set out in clause 2 and in the further opinion of the Directors there has been no significant improvement following consultation with the parents and / or the pupil and the issue of a written warning; or,
      6.2.2. the parents have not complied with the obligations set out in clause 3.2 or 3.3.

APPENDIX B – Scholarship acceptance – to be signed by the scholar and countersigned by the parents

Scholarship Acceptance

Name	
Scholarship type	
Head of Department	

I acknowledge that the award of a Scholarship is a great honour and that it carries certain responsibilities. In view of this, I understand that I need to:

- Maintain the highest standards of conduct, acting as an outstanding ambassador for Kew House School and as a role model to other pupils
- Maintain the highest level of effort throughout across all of my academic subjects
- Meet the specific requirements agreed with the relevant Head of Department

Each pupil will meet with the relevant Head of Department at the beginning of the school year to agree their specific responsibilities. These will be documented in a Scholarship/Exhibition Agreement, a copy of which will be sent to parents following this meeting.

In return, Kew House School will identify and provide its scholars/exhibitioners with appropriate opportunities for challenge and extension in their area of excellence.

I understand that (following regular reviews), a failure to maintain high standards of conduct/academic effort and to meet the requirements agreed with the relevant Head of Department may result in the removal of my Scholarship/Exhibition.

Signed (Pupil):
Date:

Signed (Headmaster):
Date: