



Emanuel School

## Scholarship Policy

### **Aims**

Emanuel School is a registered charity that is committed to providing public benefit. The school is aware of its obligations under the Charities Act 2006 and seeks to adhere to the public benefit principles identified by the Charity Commission. This policy is reviewed on an annual basis to take into consideration the latest guidance from the Charity Commission. The scholarship programme is a substantial way in which the school is able to meet our obligations.

The aims of this policy are:

- to widen pupil access to the school and ensure that an Emanuel education is provided to children from a broad spectrum of society;
- to continue the school's long tradition of providing public benefit;
- to recognise outstanding talent within the school.

### **Definitions**

At Emanuel School:

- a scholar is a pupil receiving a financial award as a percentage reduction of school fees for either their lower and middle school, middle school or upper school years;
- an exhibition holder is a pupil who receives a one-off lump sum reduction off their first term's school fees;
- an honorary scholar is a pupil who participates in the scholarship programme but receives no financial award.

All scholarships are eligible to be topped up by a means-tested bursary up to 100% of school fees.

### **Types of scholarships**

Scholarships are in five categories:

- Academic
- Sport
- Music
- Drama
- Art

It is possible for a pupil to hold a scholarship in more than one area.

There are three main types of scholarship available at 10+, 11+ and 13+:

- Normal scholarships are worth a reduction of 10% of the school fee.
- Dacre scholarships, major scholarships worth a reduction of 25% of the school fee.
- Foundation scholarships, which are worth up to 50% of the fee or more for the very best candidates.



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In addition, free tuition in two instruments is included as part of a music scholarship up to a maximum value of £1500 per pupil per academic year (30 lessons at £50).

At 16+ the school also offers Fiennes scholarships which are means tested and can be worth up to a reduction of 100% of the school fee. Recipients of Fiennes scholarships must be of the highest academic calibre i.e. likely to attain A or A\* in most or all their GCSE subjects and be able to contribute in a substantial way to the life of the school in other ways, not only academic, during their time in the sixth form.

### ***Provision for scholars***

Having been rewarded financially for their evident potential in one or more area of school, scholars are expected to develop their talents and to contribute extensively to the school community.

All scholars attend the annual Scholars' Dinner in September. This prestigious and celebratory event recognises the achievements of the school's scholars over the previous academic year. The purpose of this dinner is to pay tribute to the Founder, Lady Dacre, and to recognise the fact that the Dacre Legacy still funds some scholars today.

Academic scholars are not assigned to a specific subject area but may well show a particular aptitude for one or more subjects. All subjects offer additional opportunities outside the classroom which academic scholars are expected to participate in. A wide range of super-curricular events are held throughout the academic year. These include talks by members of the academic community, external speakers, workshops led by staff, and activities led by scholars themselves. These events enrich and extend students' knowledge. Academic scholars are formally required to attend these, and their attendance at events throughout the year is monitored.

Sport, Music, Art and Drama scholars are monitored within their department and are offered additional opportunities at the discretion of the heads of these departments. In addition, each of these subject areas offer their own talent-specific events at least twice per academic year. It is the duty of each of the HODs to arrange these.

There is substantial crossover between pupils who receive scholarships and those who appear on the school's Able, Gifted and Talented lists. Where this is the case, the monitoring outlined in the Able, Gifted and Talented Policy also applies.

### ***Allocation of scholarships***

A scholarships and bursaries committee, which includes governors and teaching staff, oversees the distribution of the awards and monitors the progress of scholars and bursary holders as they move through the school.

Scholarships are available for external candidates only for 10+ and 13+. Internal candidates may apply for a scholarship at both 11+ and 16+. In addition, headmaster's scholarships may be made to internal candidates at 13+, solely at the discretion of the headmaster. These cannot be applied for.

**Academic scholarships** are awarded on the basis of outstanding performance in the entrance examinations.

**Art scholarships** are awarded based on submission of a portfolio of work for scrutiny. Short-listed candidates attend a practical examination and interview. At 16+ candidates are additionally expected to sit a drawing test and produce an analytical piece describing form, tone, colour and texture followed by a life drawing session.



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**Drama scholarships** are awarded mainly on the basis of performance in group and solo auditions but great emphasis will be placed on the reference and supporting evidence submitted by candidates, detailing previous experience or commitment to drama.

**Music scholarships** are awarded mainly based on performance in musical tests but also taking into consideration the supporting reference and information regarding previous experience in performing.

**Sport scholarships** will be made mainly on the basis of performance at the assessment day but also taking into consideration the supporting reference(s) and curriculum vitae i.e. it is essential for candidates to have previous experience of playing sport at a high level at their current school and also preferably outside school. The key is to be able to demonstrate a high level of performance and achievement in sport.

### ***Expectations of scholars***

All new scholarships are offered for a minimum period of two years. After this time the tenure of the award is reviewed termly. It is rare for a scholarship to be withdrawn before a child reaches Y11. However, the school does not *guarantee* that a scholarship will be held for the duration of a pupil's career at the school: retention of the award after two years depends on the continuing progress and performance of the pupil holding the award.

All scholarships and bursaries for those in the lower and middle schools automatically finish at the end of Y11. All pupils, on reaching Y11, must apply and be assessed for sixth form scholarships and bursaries if they wish to gain another award to help them stay on for the sixth form.

All scholars are expected to contribute to the school and to enhance their experience of an Emanuel education by taking up the additional opportunities available to them. Scholars must also maintain a good level of behaviour.

The school expects a fine work ethic, which implies the capacity to produce work on time and to a standard of presentation and content commensurate with status as a scholar. Scholars should set an example of excellence to those around them with regard to meeting deadlines, demeanour, participation in class and integrity in all matters related to coursework and homework.

Scholars should have an appetite for stretching their minds beyond what is available in class, through reading, research, visits and presentations. The school expects scholars to participate in the wider academic activities that the school organises, including societies and one off events. Scholars should display academic ambition beyond the norm, being ready to take the initiative in cooperation with members of staff.

Scholars are expected to attend all age-appropriate super-curricular meetings where topical issues are debated or specialist topics examined.

In addition to the above:

**Academic scholars** are expected to maintain a ranking (calculated as an average over all their subjects) in the top 25% of their year group throughout their school career. The relevant rankings refer to performance in school exams and in progress grades. Continuing failure to maintain a high level of academic achievement will result in the withdrawal of the award, if there is no improvement after remedial measures have been put in place following the process outlined below.



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**Music scholars** are expected to take part in all the main musical activities at the school and off site, so far as means permit, as specified by the director of Music. Music scholars are expected to study music to at least GCSE standard (and sixth form holders are usually expected to study music at A level although exceptions to this can be agreed by the headmaster).

**Art scholars** are expected to take part in all the main artistic activities at the school and off site, as specified by the head of Art and as means permit. Art scholars should study art to at least GCSE standard and sixth form holders are expected to study art to at least A level - exceptions to this can only be agreed by the headmaster.

**Drama scholars** are expected to take part in all the main drama activities at the school, as specified by the head of Drama. Drama scholars are expected to study the subject to at least GCSE standard. Sixth form holders are usually expected to study Drama and Theatre Studies at A level but the headmaster may choose to waive this on the proviso that the scholar commits to participating in at least three major school productions during their time in the sixth form. Exceptions to these conditions can only be agreed by the headmaster.

**Sports scholars** are expected to take a leading role in at least one of the major sports at Emanuel (for boys: rugby, rowing and cricket; for girls: netball and rowing). Sports scholars are not required to study P.E. at GCSE although they are encouraged to do so. Sixth form scholarship holders are not required to study P.E. at A level although, again they are encouraged to do so. All sports scholars, however, must contribute to school sport in a substantive way. Representation of the school, when required, is a key requirement and this will only be waived in special circumstances by the headmaster (e.g. he may consider this in the event of a clash of events at county, national or international level).

**All scholars** are required to maintain an annual record, outlining their contributions to the school and the additional opportunities they have taken up. This form is finalised in June and reflects on the academic year.

A meeting will be held at the beginning of each academic year for scholars so these expectations can be explained and reinforced.

### **Monitoring**

All holders of scholarships and exhibitions are expected to contribute positively and significantly to the academic, musical, sporting or artistic life of the school as appropriate. Their level of contribution and level of performance is monitored on a termly basis, by departments and at pupil performance review meetings, and reviewed by members of the scholarships and bursaries committee on an annual basis.

Pupils' attendance at super-curricular events is also recorded and monitored.

### **Withdrawal of a scholarship**

In the unlikely event that the scholar does not meet the conditions of their scholarship, the process for the withdrawal of a scholarship is as follows:

**STAGE 1:** The form tutor, and the relevant head of department in the case of non-academic scholars, will meet with the pupil. The concerns about the pupil's failure to meet the expectations of a scholar would be outlined, and a plan with appropriate targets agreed, with a time when the pupil's success in meeting these will be reviewed. After this meeting a letter will be sent to parents outlining what has taken place and been agreed.



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**STAGE 2:** If the pupil fails to fulfil what has been agreed at stage 1 by the time agreed, a second meeting will take place attended by the form tutor and the head of year, the pupil and the pupil's parents. Concerns would again be outlined, and a plan with targets agreed, with a time when the pupil's success in meeting these will be reviewed. After this meeting a formal letter will be sent to parents outlining what has taken place and been agreed.

**STAGE 3:** If the pupil continues to fall short of what has been agreed, the deputy head: academic and the headmaster will meet to formally consider the matter. At this stage the school can withdraw or give a final notice of withdrawal of the benefits and title of the scholarship in the event of the pupil's further failure to meet the required target.