

DISCOUNTS

Objective

To attract and retain good staff, who while teaching pupils at Moira House, are able to benefit from the quality teaching for their daughters.

Overall

- A discount of 20% Nursery / 30% Junior / 40% Senior off normal school fees for schooling from the age of Reception to Year 13.
- Top up with bursary support through the normal procedure subject to funds being available.
- Applies to a maximum of two daughters.
- Duration of discount is limited to 7 years.
- If daughter wins a scholarship or an exhibition, she can only receive additional honorary scholarships.
- An award of 25% discount will be given to applicants transitioning from Nursery to Reception only.
- Annual summary of costs provided to the Council.

Detailed rules

- Discount reduced pro rata for part time staff.
- Applies to teaching and support staff.
- Discount only relates to school fees, and does not cover any extras.
- Must be employed at the school for a two year period with no discount awarded.
- No special arbitrary deals.



SCHOLARSHIPS AND EXHIBITIONS

Objective

- To reward academic and all-round excellence through the provision of scholarships

Overall

- Scholarships to be set at a 15%, exhibitions 10%.
- All pupils will be eligible for a scholarship or an exhibition but not both.

BURSARIES

Objective

- To enable talented girls to be able to attend Roedean Moira House who otherwise would be unable to come due affordability issues from the parents.
- To ensure that Roedean Moira House can satisfy public benefit requirements where a minimum of 5% bursary/fee income is normally suggested (not published, but an indicative guide).
- To have a balanced school with parents from all income groups.

Overall

- Subject to funds the school may assign a general budget for the provision of bursaries to non-scholarship pupils who show the right aptitude for Roedean Moira House.
- All bursaries to be means tested.
- There is no upper limit on fee relief.
- There will be no Principal discretionary bursary awards.
- The Finance Lead will decide on the level of the award with appeal by the parent to the Council.
- An annual maximum budget to be set each year by the Council.
- The Finance Committee to review bursary numbers and forecast commitments.

Detailed rules

- All parents to complete a standard Confidential Statement of Financial Circumstances form.
- After the initial application parents of bursary pupils are invited to a meeting with the bursar.
- Standard cost of living and housing expenses can be obtained from the Rowntree Trust, and these provide a useful basis for making calculations



ROEDEAN
MOIRA HOUSE

ROEDEAN MOIRA HOUSE DISCOUNT POLICY 2018-19

- All bursary awards to be reassessed every January/February, with bursaries which can be either increased or decreased depending on financial need
- The standard ISBA form to be used to assess affordability looking at a parent's income and assets. Detailed documentation will be requested from all applicants i.e. P60, Mortgage statement, Accounts of a business, HMRC tax return
- A non-working spouse will be assigned an arbitrary salary for bursary calculation purposes
- Above agreed levels of income and assets, no bursary will be awarded

Related policies and documents

This policy should be read in conjunction with the following policies and documents:

Employee Handbook
Staff Handbook
Code of Conduct for Employees
Health Safety Handbook
Boarding Staff Handbook
National Minimum Standards for Boarding Schools
ISI Handbook for the Inspection of Schools, Regulatory Requirements
Teachers' Standards
Departmental Handbook
Complaints Policy (Parents)
Complaints Policy (Pupils)
Admissions Register
Safeguarding policy

POLICY REVIEWED BY SCHOOL: June 2018

POLICY REVIEWED BY SCHOOL COUNCIL: June 2018

NEXT REVIEW: May 2019