



# HELP WITH FEES - BURSARIES

## Information for Parents

At Morrison's Academy we would like as many children as possible to benefit from the opportunities that a Morrison's Academy education provides. Consequently, a number of means-tested bursaries are awarded each year.

Bursaries are available for pupils entering Primary One and above. Bursaries are also available for existing pupils, where a significant change in a family's circumstances may result in the withdrawal of a child.

Bursaries are awarded using a combination of academic merit (as tested in the Entrance Assessment) and financial need. Awards take the form of a discount on tuition fees and will be subject to annual testing of parental means. The School should be notified of any changes to financial circumstances that occur outwith the mean-testing process. The scale of awards is reviewed annually to reflect any changes in fee costs and the availability of funds at the time.

All bursaries are means-tested based on gross household income. We take account of full time working parents, additional children in the family and any other fees being paid. As well as household income, the financial review will take into consideration savings, investments, realisable assets and lifestyle choices, along with realisation of family sacrifice.

As we have a high number of applications for bursarial support, even in cases where a family meets all of the requirements for a bursary, unfortunately, it is not guaranteed that a bursary will be awarded.

### Bursary Application Process

#### Stage One - Identification of Need

If you identify a need for bursarial support at any stage during the admissions process please email: [bursarysupport@morrisonacademy.org](mailto:bursarysupport@morrisonacademy.org) to arrange a chat with our Head of Finance.

#### Stage Two - Application

Parents wishing to apply for a bursary will be asked to complete a Statement of Financial Circumstances form via an online portal. The form is confidential and requires full information about the family's financial circumstances with supporting documentation.

We use an independent company, Bursary Administration Ltd (BAL), to review and assess bursary applications. This may include a home visit.

For new applications there is a one-off family administration fee of £150, to be paid in advance. This fee will be refunded if your application is successful and you are awarded a bursary.

#### Stage Three - Review

BAL reports back to the School and the report is reviewed by the Finance Manager and the Head of Finance. This is presented to the Rector and a joint recommendation reached. All recommendations are presented to the Governors for approval.

#### Stage Four - Bursary Outcome and Offers

You will be advised of the outcome of the bursary application process once all necessary reviews have been completed.

A formal acceptance of a bursary offer, acknowledging the conditions relating to it, must be signed by applicants within two weeks of the offer being made. All bursary offers are subject to the completion of the admissions process within four weeks of the bursary offer being made.

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MORRISON'S ACADEMY



# Bursaries Frequently Asked Questions

## How many Bursaries are available?

There are a number of bursary awards available each year. Please be aware that the Bursary Programme is a competitive process, and every year we receive more applications than there are awards available.

## How do you decide who receives the financial help?

Bursary Awards are granted using a combination of academic merit (how well the child does in the Entrance Assessment) and financial need (the financial position of your household). These two factors form the basis of how we decide who the recipient of each award is. Bursary applicants may be visited by BAL. Applications from non-UK citizens are welcome, if families are able to provide documentary evidence of the right to remain in the UK for the duration of school years.

## When applying for a bursary, what factors are considered?

The application process takes a number of factors into consideration and therefore it is not a simple calculation of household income versus expenditure. We do ask parents to make education their priority and that will inevitably require sacrifices. For each family this will be different but examples of sacrifices include, selling assets, re-mortgaging property, putting retirement or moving house on hold or remaining in paid employment rather than starting their own business. Employment is a key consideration in the application process. The bursary fund cannot support retired parents or part time working that is not due to exceptional circumstances, for example disability or a sudden change in circumstances like unemployment.

## I am not sure if I can afford things like uniforms, travel costs and trips. Can the School help?

A small number of bursary awards may include support for ancillary costs. However, bursary awards do vary and not every award includes this additional financial support. As such, families should still budget for the cost of uniform, travel costs, trips, equipment and other ancillary costs.

## Do I need to re-pay the bursary at a later date?

No amount is repayable unless there are significant improvements to your financial circumstances which would affect the outcome of the financial assessment. If however, you wish to support the School for future bursary support we have a Bursary Fund that you can make future donations to. The award is dependent on adhering to terms & conditions of enrolment, taking into account notice of intention to withdraw your child(ren).

## I am not sure if I can pay the fees if the School withdraws support. Is there a risk the support will be withdrawn?

Once awarded, the bursary would only change if your household financial position changed to the extent that you: no longer needed support; it merited a reduced level of support; or if the pupil's progress, conduct or attendance at the School did not meet the expected standards.

## My earnings go up and down. Would this affect the support I can access?

Once awarded, the bursary is reviewed by the School every year on the condition that any significant change to finances be notified during the course of the award period. If there is no significant change to your finances, the bursary award will continue. If your household financial position has significantly changed, then the bursary award may be decreased or increased to reflect this.

You will be notified of bursary awards annually, following reassessment.

## Does the School offer bursaries for especially gifted pupils?

Bursaries are means-tested and all applicants are considered for the awards on the same basis of both academic merit and financial need.

## Where do the School's bursary funds come from?

The School has supported the education of children since 1860. It owns investments purchased by funds donated by generous benefactors, and uses income from this, along with other donations raised to support the Bursary Fund through the School's development activities. The remainder of the funds are supported from annual tuition fee income.

## I have other children. Can I apply for help for them to attend the School?

Yes. The School is happy to support more than one child from the same family. Please note, that if help with fees is offered for one child, it does not guarantee further support to siblings, although the assessment process will take recognition of all other fees payable for other children. A sibling discount is also offered for families with three or more children attending School.

## When will I know if my child will be offered a bursary?

The percentage offer of any bursary will be communicated at the end of the Bursary Application Process. A formal acceptance of a bursary offer, acknowledging conditions relating to it, must be signed by all applicants.

In May, after the Notice of Tuition Fees for the upcoming academic year is released, you will be issued with a letter confirming the bursary value.

## How will a bursary work for my family?

Family structure can vary and involve multiple parent groups and dependents. The bursary portal is designed to manage any structure with complete confidentiality and sensitivity. If you would like to discuss your own situation please contact [bursarysupport@morrisonacademy.org](mailto:bursarysupport@morrisonacademy.org)

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## Contact Information

To find out more about Admissions or Bursaries at Morrison's Academy, please contact:

Mrs Catriona Elliott, Admissions Registrar  
[admissions@morrisonacademy.org](mailto:admissions@morrisonacademy.org)

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