



Scholarships & Awards – Terms and Conditions

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Document Owner: Angela Brassett (Director of Finance & Resources)		
Description: This policy outlines the School's approach to scholarships and awards.		

OUR SCHOOL AIMS

- ❖ *To be a safe and trusted foundation for our pupils to achieve their individual academic, social and creative potential.*
- ❖ *To cultivate the skills, knowledge, self-awareness and academic credentials our pupils will need to confidently meet the challenges of our rapidly changing world.*
- ❖ *To instil and nurture a strong sense of social responsibility, integrity and environmental awareness so our pupils positively contribute to a sustainable and just society.*
- ❖ *To guide each pupil in the discovery, delight and development of their individual gifts, talents and character.*
- ❖ *To create and sustain an inclusive and contemporary school culture, where diversity, difference and individuality are recognised and celebrated.*
- ❖ *To prioritise physical and emotional wellbeing across every facet of our school community.*

1.0 GRANT OF SCHOLARSHIP AND AWARDS

1.0 Scholarships and awards are granted at the discretion of Lingfield College and may take the following forms:

- Scholarship – recognising exceptional ability or potential in Academic, Sport, Music, Drama or Art.
- Award – recognising talent, effort or promise where full Scholarship criteria are not met.
- Means-Tested Financial Assistance (MTFA) – financial support which may be combined with a Scholarship or Award (see Financial Assistance Policy for details).

2.0 EXPECTATIONS OF THE STUDENT

2.1 Scholarship and Award holders are expected to:

- Maintain high standards of conduct, attendance and effort.
- Act as ambassadors and role models for their discipline and the wider school.
- Play an active and committed role in School life.
- Support school open events.
- Attend all Scholar sessions unless prior permission has been granted.



2.2 Discipline-specific commitments:

- Academic Scholars – attend the annual Scholars Symposium (Years 7-11), complete a yearly essay and complete the EPQ in Sixth Form.
- Sport Scholars – attend all training sessions and fixtures (including Saturdays), participate in cup matches and join the annual Sports Scholars' trip.
- Art Scholars – attend the Art Scholars' sessions, support exhibitions and contribute to the broader artistic life of the School.
- Music Scholars – participate in Music Scholars' trips, concerts and masterclasses.
- Drama Scholars – commit to rehearsals, Drama Scholar workshops and school productions.

3.0 CONTINUATION OF SCHOLARSHIPS AND AWARDS

Scholarships and Awards are granted on the understanding that the holder will remain at Lingfield College until the end of Year 13 (see Section 5 for repayment terms if a student leaves earlier).

3.1 Subject-specific requirements:

- 3.1.1 If a student does not take the required GCSE or Sixth Form course as set below, the Scholarship or Award will end at the close of Year 9 or Year 11, as appropriate.

3.2 Academic Scholarships:

- 3.2.1 Academic Scholarships awarded in the Senior School (Years 7–11) automatically continue into the Sixth Form, subject to continued academic performance and commitment. Existing holders do not need to reapply.
- 3.2.2 Sixth Form Academic Scholarships are awarded based on subject-specific strengths, academic potential, and intellectual engagement. While strong grades are expected, offers are not based on results alone. Independence, curiosity, and commitment to learning are also key considerations.

3.3 Academic Awards:

- 3.3.1 Academic Awards are not available to apply for in the Sixth Form. Existing holders may retain their Award into the Sixth Form on the same terms. This will continue automatically unless the student chooses to apply for an Academic Scholarship in Year 12.
- 3.3.2 If a student achieves 60 GCSE points or above from their best seven subjects, the Headmaster may, at his discretion, grant an Academic Award in recognition of this achievement. This Award cannot be applied for.
- 3.3.3 Sport - Continues to Year 13, provided Scholar standards are maintained. There is no GCSE or A Level requirement.
- 3.3.4 Music - GCSE Music must be taken. If chosen, the Scholarship/Award continues to Year 13 provided standards are maintained. There is no A Level requirement.
- 3.3.5 Drama - Continuation is conditional on taking GCSE Drama and A Level Drama.
- 3.3.6 Art - Continuation is conditional on taking GCSE Art and A Level Art. In exceptional cases, the School may, at its discretion, allow A Level Photography instead, but the priority is always progression to A Level Art.



4.0 OBLIGATIONS OF THE PARENTS

Parents are expected to:

- 4.1 Support their child in meeting Scholar obligations, including attendance at required events, rehearsals, trips and activities, unless prior permission for absence has been granted.
- 4.2 Treat staff, students and the wider school community with respect, upholding the reputation of Lingfield College.
- 4.3 Ensure timely communication with the School regarding any matters affecting their child's ability to meet Scholar expectations.

5.0 FEES AND REPAYMENTS

5.1 Fee Remission Value

- 5.1.1 Academic Scholarships carry a fee remission of 20% in Senior School (Years 7–11) and 30% in Sixth Form (Years 12–13).
- 5.1.2 Art, Drama, Music and Sport Scholarships carry a remission of 10%
- 5.1.3 Awards carry a remission of 10% for Academic (Years 7–11 only) and 5% for Art, Drama, Music and Sport.
- 5.1.4 Students apply for a Scholarship. The School may, at its discretion, grant either a Scholarship or an Award.
- 5.1.5 The combined value of Scholarships and Awards is capped at 20% in Senior School and 30% in Sixth Form. Any additional awards are honorary (non-financial).

5.2 Conditions

- 5.2.1 Scholarships, Awards, and Means-Tested Financial Assistance apply to tuition fees only. They do not cover lunches, trips, or other extras.
- 5.2.2 If a student leaves the school at the end of Year 11 or earlier, the full value of the Scholarship or Award received to date will be repayable. No remission will be given on the final term's fees.
- 5.2.3 Repayment applies only to Scholarships and Awards, not to any agreed financial assistance.

5.3 Optional Donation

- 5.3.1 Accepting a Scholarship remission is not mandatory. Families may, if they wish, donate part or all of their remission back to the School's Bursary Fund to help provide transformational bursaries for future students. This is entirely voluntary.

6.0 WITHDRAWAL OF THE AWARD

- 6.1 Scholarships and Awards are subject to annual review.
- 6.2 The presumption is that Scholarships will continue. If concerns arise, the School will notify parents in writing of the improvements required.
- 6.3 The Headmaster will set an improvement period. If sufficient progress is not made, the Award will be withdrawn at the beginning of the following term.
- 6.4 A Scholarship or Award may also be withdrawn by written notice if, in the opinion of the Headmaster, the student or parent fails to meet the obligations and standards set out in this document.



7.0 CONFIDENTIALITY

- 7.1 All arrangements for Financial Assistance are strictly confidential between the School and the family. The value must not be shared outside the immediate family. Any breach of confidentiality may result in the withdrawal of support (see Financial Assistance Policy for details).
- 7.2 Scholarships and Awards may be acknowledged more openly within the School community (e.g., in programmes, publications, or celebration events). However, the financial value will never be disclosed.
- 7.3 The School may also celebrate Scholars' achievements in marketing, publicity and communications; this will always be in line with existing parental permissions.

8.0 MEANS TESTED FINANCIAL ASSISTANCE

- 8.1 Holders of Scholarships or Awards may apply for Means-Tested Financial Assistance if further financial support is required.
- 8.2 All Financial Assistance agreements are strictly confidential between the School and the family. The value must not be shared outside the immediate family. Any breach of confidentiality may result in the withdrawal of the award (see Financial Assistance Policy for details).
- 8.3 To request a Bursary application, parents should contact the Director of Finance & Resources at brassetta@lingfieldcollege.co.uk

These Conditions may be reviewed and updated from time to time, in line with School policy.

9.0 OTHER POLICIES

This policy should be read in line with other key policies including:

- Financial Assistance Policy
- School Terms & Conditions
- Student Code of Conduct

Policy created (from existing Terms & Conditions document) October 2025

Next review due October 2026