



Year 12 BGS Assisted Places Award applications – How to Apply

Awards are given on a means-tested basis, each case being reviewed annually. The award depends on parental circumstances, demand at the time of entrance and the academic ability of the candidate (candidates looking for an Assisted Places Award will need to gain predominantly grades 8/9 (or A*) across all subjects to put forward an application to the Assisted Places Awards Panel). Decisions regarding who will receive an Award will be made following receipt of all applicants' results in August. Competition for Awards is fierce and the School will inevitably have to disappoint some students. Applications will be considered on merit following publication of GCSE results on Thursday 22 August 2024.

To begin the process, an online registration form must be completed by Friday 23 February 2024, following which applicants will be forwarded an application form and further details.

Those students wishing to apply for financial assistance will be forwarded an Assisted Places Financial Assessment form in April/May 2024. This form will need to be completed and returned with all supporting documentation by Friday 7 June 2024 at the latest. Late applications will not be considered and there will be no requests for any missing information.

On GCSE results day (Thursday 22 August 2024) candidates should bring a copy of their Statement of Results to the School and speak to the Admissions Manager. Successful candidates' parents will be contacted by a member of the School's Finance team, on behalf of the Bursar, who will arrange a home visit to discuss the financial application (this visit may take place before Results Day). We must emphasise that a home visit does not necessarily guarantee the offer of an award.

Awards are decided by the Assisted Places Awards Panel based upon the outcome of the financial questionnaire and home visit. Offers are then communicated in writing by the School's finance department.

Financial reviews will be conducted annually and parents will be expected to complete a form each spring. Improvements in financial circumstances could result in a lower Award in subsequent years.

Finally, all parents are expected to keep their fee and extras accounts up to date. Failure to do this could result in the loss of the Award in subsequent years.

Please note there is no appeals procedure as it is the responsibility of all families to provide true and accurate information throughout the process. Any false or inaccurate information could result in the withdrawal or reduction of an Award.

Please contact the Admissions Manager (01274 553702 or admissions@bradfordgrammar.com) if you need any further details or clarification of any of the points raised in this policy.

Your enquiry may then be re-directed to the BGS Finance Team.

Assisted Places Award terms and conditions:

Parents will be bound by the terms and conditions of the Assisted Places Award that will be sent out with the offer.

Awards may be withdrawn or reduced if there are breaches of any of these terms and conditions; or if it is subsequently believed the facts disclosed in the application were not true or correct; or if in the opinion of the Headmaster the pupil's progress, attitude, attendance or behaviour no longer merits continuation of the Award.

All Awards are subject to an annual financial review. A change in financial circumstances could result in a change to the level of Award. Each spring parents will be asked to complete a new financial assessment in order to means test the Award for the following academic year.

The School reserves the right to ask for another home visit at any time to verify information provided if necessary. This review process may lead to the reduction of an Award if the Assisted Places Awards Panel decides that the family can afford to pay more.

The School reserves the right to review an Award at any time if any relevant information comes to light. In this situation the School reserves the right to recover any Awards inappropriately awarded.

Confidentiality

The School will retain personal financial information about the applicant and their parent until such a time that the application is either successful or rejected.

For applicants that have been rejected, all copy supporting financial documentation will be returned to the applicant's parents and the form retained for a period of up to 12 months.

For successful applicants and ongoing parents in receipt of financial assistance, the School will retain the original forms and personal financial information until such a time that the Award either ceases or the pupil leaves the school. It will however return all copy documentation sent to support the figures on the form (for example, mortgage statements, bank statements, salary slips, tax returns, benefits and tax credit letters) after that year's Award has been decided.

If an APA is awarded, the details of the Award must be kept confidential by the parents and the pupil. The school reserves the right to withdraw an Assisted Places Award if there is any breach of this confidentiality condition.

Please contact the Admissions Manager (01274 553702 or admissions@bradfordgrammar.com) if you need any further details or clarification of any of the points mentioned in this policy. Your enquiry may then be re-directed to the BGS Finance Team.

We take your privacy seriously. A copy of the School's Privacy Policy is available on our website <https://www.bradfordgrammar.com/privacynotice/>