

## **Ilkley Grammar School PTA Enrichment Bursary 2017/18**

### **Why does the PTA fund an enrichment bursary?**

School trips and outdoor enrichment opportunities are an important and memorable part of a student's education. They enhance learning, help students grow in independence and self-confidence and often promote student leadership opportunities. IGS aims to provide students with a variety of enjoyable and purposeful enrichment experiences throughout their school life, however as a school we are only too aware that these come at a cost and that such opportunities may be more affordable to some parents than others. With this in mind the PTA has generously agreed to set up an annual 'IGS enrichment bursary'.

### **What can the bursary be used for/how much can I apply for?**

Parents can apply for financial support covering up to 50% of the cost of enrichment trips and visits which the school are leading.

### **Who can apply for this bursary?**

Anyone can apply for financial support no matter whether you receive Pupil Premium or not but the school will need to be satisfied that there is grounds to award a bursary based on family financial hardship.

### **How do I apply?**

Parents and students must complete the PTA enrichment bursary form either electronically or on paper. This can be found on the school website. Completed forms should then be sent either electronically or by post to the school FAO Miss Bishop (Deputy Head) by the deadline date of **Monday 9<sup>th</sup> October 2017**. Applications received after this deadline will be allocated to subsequent funding rounds if they occur in January and April (see below).

### **How does the allocation of financial support work?**

Prior to the October deadline the PTA committee will set a bursary fund for the year. There is then a two-stage process.

1. After the deadline submission date has passed, all applications received will be scrutinised by Miss Bishop (Deputy Head) and the school's Business and Finance Director and Educational Visits Coordinator who will be responsible for deciding on whether the application is successful. While there is no necessity to prove financial 'need' as part of any application, this may assist in the decision making process. All applications will be treated with the strictest confidence and sensitivity, however discussions may be had with Heads of Year before any monies are allocated.
2. All applications received by the deadline and confirmed as being acceptable from stage 1 will be put forward for funding. Where the total funding requested is less than the bursary fund applications will be funded in full. Where the total funding requested is greater than the bursary fund the bursary funding will be reduced pro-rata.

### **How does the allocation of financial support work?**

Parents will be notified by e-mail by the end of October 2017 the result of any application, be it successful or not. Decisions are final and representatives of IGS and the PTA reserve the right not to enter into any further correspondence regarding the decisions.

### **Subsequent funding rounds**

If the bursary for the year is not fully allocated in the October funding round then a further funding round will be undertaken with a deadline of the last week in January and then again in April 2018. Details will be circulated before the end of the autumn term. An application made in previous rounds does not preclude or prejudice applications made in subsequent rounds.