



POLICY TITLE: Scholarship Policy

BOARD APPROVAL DATE: December 2011

SIGNED BY CHAIR:

BOARD REVIEW DATE: December 2013

OVERVIEW

The Rockingham Montessori School Scholarship is to support children who are eligible to attend the Upper Primary class to continue their Montessori education throughout their primary education. The Scholarship has been established through sponsorship to recognise and support a family who is committed to the Montessori philosophy and who has demonstrated commitment to the school and wider community through offering in kind support to the school. The Board may agree to provide existing families with a Scholarship for a child entering or continuing in Upper Primary.

GUIDELINES

1. Scholarships will be determined by the amount of funds the school receives from sponsorship.
2. The Scholarship amount will be determined on a case-by-case basis, to a maximum of 100% of tuition fees. In most cases, the scholarship will be up to 50% of tuition fees. In exceptional cases, up to 100% of tuition fees may be funded.
3. Scholarships will be available for children in or entering the Upper Primary class.
4. Scholarships will cover the three years fees, or part there-of, for a child in the Upper Primary class.
5. Siblings of the Scholarship recipient will receive the sibling discount as per the Fees Policy and Schedule of the school.
6. Scholarships will be provided to families who have honoured their fee payments in previous years.
7. Applicants are required to complete a Scholarship Application Form (Appendix One) highlighting the reasons for their eligibility in making this application.
8. The School will access Scholarship funding from the wider community. This is not a guaranteed funding source and therefore Scholarships may not always be available in the current year.

9. Scholarship Applications are dealt with in strictest confidence. The Board of Governance is informed of all Scholarship Applications on a no-name basis.
10. Selection of panel members will abide by the Conflict of Interest protocol when determining their position on the Scholarship Interview Panel.

SCHOLARSHIP TYPES

ACADEMIC

1. Gifted and Talented – Achieving
2. Gifted and Talented – Underachieving
3. Disadvantaged, with Academic Potential

CREATIVITY

1. The Arts
2. The Maths and Sciences
3. The Language Arts
4. Leadership / Citizenship
5. Disadvantage with Creative Potential

SPONSORS DISCRETION

PROCEDURE

1. Families who wish to apply for a Scholarship are to approach the Principal in the first instance.
2. The Principal will meet with the family to provide and explain the Scholarship Application Form.
3. The Principal will provide the completed documentation to the School Board.
4. The School Board will determine whether a Scholarship is provided; and the amount of the Scholarship funding on the basis of the following criteria:
 - The funds available from external sources to support the scholarship;
 - The funds to be used in accordance with the sponsors request;
 - Academic ability of the child;
 - The length and nature of the family's involvement with the school, including the degree to which the family participates in and supports the School community;
 - Previous payment history;
 - The needs of the School having regard to class sizes and age balance;
 - The current level of enrolments and applications.

5. All Scholarships must be documented by way of a letter signed by the Chair or Treasurer. This letter will clearly state from which date the Scholarship is to commence and the date of cessation.
6. A copy of this letter and the Scholarship Application Form will be forwarded to the Finance Manager for invoicing and establishment of a fee agreement.

APPENDICES

1. Scholarship Application Form



SCHOLARSHIP APPLICATION FORM

A Scholarship is awarded to a child who is eligible to attend the Upper Primary class to continue their Montessori education throughout their primary education. The Scholarship has been established through sponsorship to recognise and support a family who is committed to the Montessori philosophy and who has shown commitment to the school and the wider community through offering in kind support to the school.

The following criteria are considered in making this award:

- The funds available from external sources to support the scholarship;
- The funds to be used in accordance with the sponsors request;
- Academic ability of the child;
- The length and nature of the family’s involvement with the school, including the degree to which the family participates in and supports the School community;
- Previous payment history;
- The needs of the School having regard to class sizes and age balance;
- The current level of enrolments and applications.

It is necessary for the child and a parent/guardian to complete the following questions as part of this application. The School Board will treat this information as confidential.

Please indicate which Scholarship category you wish to apply under.

TICK PREFERENCE	ACADEMIC	TICK PREFERENCE	CREATIVITY
	Gifted and Talented – Achieving		The Arts
	Gifted and Talented – Underachieving		The Maths and Sciences
	Disadvantaged, with Academic Potential		The Language Arts
			Leadership / Citizenship
			Disadvantage with Creative Potential

A. GENERAL INFORMATION

Parent/Guardian A

Last name _____ First name _____ Title _____

Address _____

Email address _____

Phone (H) _____ (W) _____ (M) _____

Parent/Guardian B

Last name _____ First name _____ Title _____

Address _____

Email address _____

Phone (H) _____ (W) _____ (M) _____

B. CHILD INFORMATION

Child A

Last name _____ First name _____ Date of birth _____

Child lives with (*select one*) Parent A and B Parent A Parent B Other

Child B

Last name _____ First name _____ Date of birth _____

Child lives with (*select one*) Parent A and B Parent A Parent B Other

Applications:

Students who are selected for a Scholarship will be expected to extend themselves in their learning and take on added responsibilities to contribute to the everyday life of Rockingham Montessori School. Scholarship holders will be managed by the Classroom Teacher and Principal for the duration of their Scholarship.

Applications for Scholarships must be received via email no later than 3.00 pm on the 20 December 2011. Late applications will not be accepted. Please email your completed application to reception@Rockingham.Montessori.edu.au

Applicants should check that:

- The application form is completed in full
- A written reference from the child's current or last year's teacher is included with the application.

Interviews:

- All students will be advised as to whether or not they have been selected for an interview.
- Students will be selected for interview on the basis of their written application.
- Interviews will be conducted at Rockingham Montessori School by a selection panel, which will include the Principal, a Board member and a sponsor at their request.

If selected, the following items should be brought to interview:

- Work samples
- Anything else that you believe will support the application.

During the interview, the student will be asked questions relating to the questions they have already answered along with their previous school experiences.

While parents are invited to attend the interview with their child, it is expected that only the student will answer these questions.