



## **6.7 POLICY STATEMENT**

### **Medbury School Scholarship Policy**

#### **1. Purpose**

The purpose of this policy is to provide a clear framework for the awarding, funding, management and confidentiality of scholarships at Medbury School.

Medbury's scholarship programme exists to support the School's vision of growing boys to learn, lead and succeed. Scholarships may recognise academic potential, musical talent, all-round contribution, leadership, service, character, or particular areas of strategic importance to the School.

Scholarships may also, where appropriate, support families who may otherwise be unable to access a Medbury education.

The scholarship programme is intentionally limited in scale and is managed in a way that supports the School's educational priorities, financial sustainability and commitment to fairness, discretion and confidentiality.

#### **2. Guiding Principles**

Medbury's scholarship programme is guided by the following principles.

##### **2.1 Alignment with the School's purpose**

Scholarships should support Medbury's vision, values and strategic priorities. They should contribute to the strength, breadth and character of the School.

##### **2.2 Strategic contribution**

Scholarships may be used to support areas of strategic importance, including but not limited to Music, Academic achievement, Leadership and Service, and broader all-round contribution.

##### **2.3 Opportunity and access**

Some scholarships may assist families who may otherwise not be able to access a Medbury education. Such support will be considered carefully, confidentially and in light of available funding.



## 2.4 Excellence, character and contribution

Scholarship candidates should demonstrate potential to contribute positively to Medbury. This may include academic capability, musical talent, leadership, service, character, commitment, curiosity, resilience, and alignment with the School's values of Excellence, Integrity, Respect and Empathy.

## 2.5 Confidentiality

All scholarship applications, correspondence, assessments, offers, funding arrangements and decisions are private and confidential. The School does not publish the names of scholarship recipients.

## 2.6 Discretion

The awarding of scholarships is at the discretion of the School. The School reserves the right to determine the number, value, duration, criteria, conditions and continuation of scholarships.

## 2.7 Financial sustainability

Scholarships are limited and depend on available funding. The School will manage scholarships in a way that is financially responsible and aligned with the long-term interests of Medbury.

## **3. Types of Scholarships**

Medbury may offer scholarships in categories determined by the School from time to time.

Scholarships may include, but are not limited to:

- Academic Scholarships
- Music Scholarships
- Learn, Lead and Succeed Scholarships
- Christchurch Symphony Orchestra Brass/Woodwind Scholarships
- other scholarships linked to strategic programmes or donor-supported opportunities

The availability, criteria and value of scholarships may change from year to year.



The School is not obliged to offer all scholarship categories every year.

#### **4. Funding of Scholarships**

Scholarship funding at Medbury may come from a range of sources, including:

- individuals who wish to support boys or families
- donor gifts
- the Medbury Foundation
- the Medbury Trust Board
- specific scholarship funds
- other approved philanthropic or school sources

The source and structure of scholarship funding may vary.

Details of scholarship funding arrangements are confidential and are not generally disclosed beyond those who need to know for governance, financial, legal or administrative purposes.

#### **5. Eligibility**

Scholarships may be open to new students, current students, or both, depending on the category and purpose of the scholarship.

Eligibility criteria will be determined by the School and may include:

- year level
- academic performance or potential
- musical ability
- leadership and service
- all-round contribution
- character and values alignment
- potential contribution to Medbury
- financial need, where relevant
- availability of places in the relevant year level
- ability to meet Medbury's enrolment expectations



Scholarships are not automatically available to all applicants or all year levels.

## **6. Application Process**

Where scholarships are advertised, applicants will be required to complete the relevant application process by the published deadline.

This may include:

- application form
- supporting information
- academic records
- references
- examination
- audition
- interview
- assessment of contribution, character or potential
- financial information, where relevant
- other information requested by the School

Late or incomplete applications may not be considered.

## **7. Assessment and Awarding**

Scholarship applications will be assessed by the School using criteria appropriate to the scholarship category.

The assessment process may involve:

- Headmaster
- Deputy Headmaster Academic
- relevant specialist staff
- Director of Music
- members of the Senior Leadership Team
- Registrar
- external assessors, where appropriate
- Trust Board or Foundation representatives, where appropriate and where governance or funding considerations apply



The final decision to award a scholarship rests with the School.

The School is not required to award a scholarship if no candidate is considered suitable.

The School may also decide not to award a scholarship due to funding constraints, enrolment capacity, strategic considerations or other relevant factors.

## **8. Value and Duration**

Scholarship value and duration will be determined by the School.

Scholarships may be full or partial and may cover tuition fees only, or other costs where specifically agreed.

Scholarships do not automatically cover additional costs such as uniform, stationery, devices, trips, camps, music tuition, activities, transport or other charges unless this is expressly stated in writing.

A scholarship may be awarded for a fixed period, a specified number of years, or subject to annual review.

The School reserves the right to vary, review, reduce, suspend or withdraw a scholarship in accordance with this policy and the conditions of the scholarship offer.

## **9. Conditions of Scholarship**

Families accepting a scholarship are expected to support the values, expectations and life of Medbury School.

Scholarship recipients are expected to:

- uphold the School's values
- demonstrate positive behaviour and character
- maintain appropriate effort and engagement
- contribute positively to the School
- meet the expectations relevant to the scholarship category
- comply with School rules, policies and enrolment conditions
- attend regularly and participate fully
- represent the School appropriately



For Music scholarships, this may include participation in agreed music groups, ensembles, performances, tuition, rehearsals or events.

For Academic scholarships, this may include maintaining strong academic effort and engagement.

For Learn, Lead and Succeed scholarships, this may include positive all-round contribution, leadership, service and involvement in the life of the School.

Specific conditions will be set out in the scholarship offer.

## **10. Review, Suspension or Withdrawal**

Scholarships may be reviewed by the School.

A scholarship may be varied, suspended or withdrawn if:

- the recipient does not meet the conditions of the scholarship
- the recipient does not meet School expectations
- there is a serious breach of School rules or policies
- attendance, effort, behaviour or contribution are unsatisfactory
- information provided in the application is found to be inaccurate or incomplete
- family circumstances materially change where financial need was part of the assessment
- funding is no longer available
- the student leaves Medbury
- the School determines there is another substantial reason for review

The School will act reasonably and fairly when reviewing a scholarship.

## **11. Confidentiality**

Scholarship matters are confidential.

This includes:

- applications
- assessments
- offers

- correspondence
- financial information
- funding sources
- scholarship value
- names of recipients
- review decisions
- family circumstances
- internal deliberations

Medbury does not publish the names of scholarship recipients.

Families may choose to disclose scholarship information themselves, but the School will not do so without consent unless required for legal, financial, governance or administrative reasons.

Staff and others involved in scholarship processes must treat all scholarship information confidentially.

## **12. Publication of Scholarship Opportunities**

Where scholarships are available, the School may advertise them through appropriate channels, including the School website, enrolment communications and other approved communications.

Published information may include:

- scholarship categories
- eligibility
- application process
- key dates
- examination or audition requirements
- general criteria
- contact details for further information

The School is not required to publish details of scholarship recipients, scholarship values, donor arrangements or funding sources.

## **13. Relationship with Enrolment**

A scholarship offer does not override the School's enrolment processes.



A boy must meet Medbury's enrolment requirements and be offered a place at the School.

Scholarships are subject to availability of places and the School's assessment of the boy's suitability for Medbury.

#### **14. Donor-Funded Scholarships**

Where a scholarship is supported by a donor, the School will ensure that the scholarship aligns with Medbury's values, strategic priorities and enrolment expectations.

Donors may express a preference for the purpose of a scholarship, but final decisions regarding selection, award, value, duration and conditions remain with the School.

Donor involvement will be managed carefully to protect student and family privacy.

#### **15. Governance and Oversight**

The Headmaster is responsible for the administration and awarding of scholarships, in accordance with this policy and any relevant governance settings.

The Trust Board may approve the overall scholarship budget, scholarship framework or strategic direction.

The Medbury Foundation may support scholarships in accordance with its own governance, purpose and funding decisions.

The Registrar and relevant senior staff will support the administration of scholarship processes.

#### **16. Records**

The School will keep appropriate confidential records of scholarship applications, offers, correspondence, decisions and funding arrangements.

These records will be managed in accordance with the School's privacy and records management obligations.



## **17. Review**

This policy will be reviewed every three years, or earlier if required by changes in School strategy, scholarship practice, Foundation arrangements, enrolment settings, legislation or governance requirements.

## **18. Policy Statement in Brief**

Medbury offers a small and carefully managed scholarship programme that supports the School's vision, values and strategic priorities. Scholarships may recognise academic ability, musical talent, all-round contribution, leadership, service, character or financial need. Scholarship funding may come from a range of sources, including individuals, the Medbury Foundation and the Medbury Trust Board. All scholarship matters are private and confidential. The School reserves the right to make all decisions relating to the awarding, value, duration, conditions and continuation of scholarships.

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**Person:** Headmaster