



Admissions, Scholarships, and Bursaries Policy

Policy Owner

Llandovery College

Approved By

Senior Leadership Team and the Board of Governors

Review Cycle

Annual

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1. INTRODUCTION

Llandovery College is a co-educational independent day and boarding school for pupils aged 3–18 years, situated in Carmarthenshire, Llandovery, Wales.

The College comprises:

- The Gollop Preparatory School (ages 3–11)
- The Senior School (ages 11–18)



As a broad-ability, non-selective school, Llandovery College welcomes applications from pupils of all backgrounds. Admissions decisions are made on an individual basis, taking account of each applicant's potential to benefit from the educational opportunities offered by the College and to contribute positively to its community.

The College is committed to ensuring that access to a Llandovery education is not unreasonably restricted by financial circumstances. Through its programme of Scholarships and Bursaries, the College seeks to recognise excellence, reward potential, and support families who may require financial assistance.

2. ADMISSIONS POLICY

2.1 Admissions Principles

The College welcomes applications from pupils regardless of race, religion, ethnicity, disability, sexual orientation or socio-economic background.

Admission is based upon:

- Suitability for a Llandovery College education;
- The ability of the College to meet the pupil's educational and safeguarding needs;
- Availability of places;
- The pupil's ability to benefit from and contribute to College life.

The College reserves the right to refuse admission where it believes it would be unable to meet the needs of the applicant appropriately.

3. THE ADMISSIONS PROCESS

Stage One – Initial Enquiry and Visit

Registration

Families should complete a Registration Form, available from the Admissions Office or via the College website.

Visiting the College

Prospective families are encouraged to attend an Open Morning or Open Afternoon.

These events provide an opportunity to:

- Meet the Warden and Senior Leadership Team;
- Speak with members of staff;
- Tour the College campus;
- Meet current pupils;



- Learn more about life at Llandoverly College.

Private visits may also be arranged throughout the year.

Boarding families may additionally meet with Houseparents and boarding staff.

For enquiries, families should contact: admissions@llandoverlycollege.com

Stage Two – Application

Gollop Preparatory School (Nursery – Year 6)

Applicants will normally be required to:

- Meet a member of the Senior Leadership Team;
- Attend a Taster Day;

Senior School (Years 7–10)

Applicants will normally be required to:

- Attend an interview with the Warden and/or Senior Leadership Team;

Applicants should additionally provide:

- Most recent school report;
- National Test Scores (Wales);
- Standardised Test Scores (England);
- CAT data, where available.

Sixth Form Entry (Year 12)

Applicants will be required to:

- Attend an interview with the Warden and/or a member of the Senior Leadership Team;
- Provide their most recent school report;
- Submit predicted GCSE grades.
- National Test Scores (Wales);
- Standardised Test Scores (England);
- CAT data, where available.

Applicants will normally be expected to achieve:

- A minimum of five GCSEs at Grade 5 or above;



- Grade 6 or above in subjects they intend to study at A Level or equivalent qualifications.

Offers may be conditional upon public examination results.

Additional Learning Needs

Parents must disclose any known Additional Learning Needs (ALN), Educational Psychology reports, Education Health and Care Plans (EHCPs), Individual Development Plans (IDPs), or other relevant specialist reports before interview and assessment.

The College reserves the right to request further information before making an admissions decision.

4. OFFER AND ACCEPTANCE

Following successful completion of the admissions process, the College may issue a formal offer of a place.

- Offers will normally be issued in writing by email and post.
- Families have fourteen days to accept or decline an offer.

Acceptance requires:

- Written confirmation;
- Completion and return of acceptance form and other documentation;
- Payment of the relevant acceptance fee.

Acceptance Fees

Day Pupils: £330

Boarding Pupils: £1,200

International Boarding Pupils:

- £1,200 Boarding Acceptance Fee; and
- £1,000 Compliance Fee.

The Compliance Fee covers visa administration and associated regulatory requirements through the College's approved external compliance provider.

Acceptance fees are non-refundable. The Fees listed above are the advertised rates from June 2026.

5. POST-ACCEPTANCE PROCEDURES

Following acceptance of an offer:

Taster Days

Pupils will be invited to attend a Taster Day wherever possible.



Transition Days

Pupils will be invited to attend a Transition Day, usually scheduled to take place at the end of the Trinity Term.

Academic Pathway Meeting

All new pupils and their parents or guardians will attend an Academic Pathway Meeting with the Deputy Warden (Academic).

This meeting will:

- Review subject choices;
- Discuss academic pathways;
- Identify support requirements;
- Assist transition into College life.

Cognitive Ability Testing

External applicants joining the Senior School or Sixth Form will be required to complete a Cognitive Ability Test (CAT) prior to matriculation.

Results are used solely for educational planning and support purposes.

6. SCHOLARSHIPS AND BURSARIES

The College provides Scholarships and Bursaries to recognise excellence and support access to education.

All awards:

- Are discretionary;
- Are subject to annual budget provision;
- Are reviewed annually;
- May be amended or withdrawn in accordance with this policy.

The maximum combined financial support available through Scholarships and Bursaries shall be determined annually by the board. The remission of fee is awarded against the tuition fees and not against the boarding fees.

7. SCHOLARSHIPS

Purpose

Scholarships recognise exceptional achievement, ability, and potential.

Scholarships may be awarded in:

- Academic



- Sport
- Music
- Drama
- Performing Arts
- Art and Design

Scholarships are available at:

- Year 7 Entry
- Year 9 Entry
- Year 10 Entry
- Sixth Form Entry

Assessment

Awards may be determined through:

- Interview;
- Examination;
- Portfolio review;
- Audition;
- Trial performance;
- School reports and references.

Recommendations are considered by the Scholarship and Bursary Awards Committee.

The Committee comprises:

- Members of the Senior Leadership Team;
- Representatives of the Board of Governors;
- Relevant teaching staff.

Old Llandoverian Discount

Children of Old Llandoverians (Alumni) may receive a fee remission.

Sibling Discount

Younger siblings of current pupils may receive a fee remission.

8. CONDITIONS OF SCHOLARSHIP

The award of a Scholarship is both an honour and a responsibility.

All Scholars are expected to:



Academic Commitment

Maintain satisfactory academic standards and make appropriate progress.

Contribution to College Life

Participate positively in academic, co-curricular and community activities.

Behaviour and Conduct

Demonstrate exemplary behaviour and uphold College values.

Reputation of the College

Avoid any behaviour which may bring the College into disrepute.

Failure to meet these expectations may result in the Scholarship being reviewed, suspended or withdrawn.

Annual Review

Scholarships are awarded for one academic year.

Continuation beyond that period is subject to annual review by the Senior Leadership Team and Board of Governors.

Reviews will consider:

- Academic performance;
- Attendance;
- Conduct;
- Commitment to College life;
- Fulfilment of scholarship expectations.
-

Withdrawal of Scholarships

The College reserves the right to withdraw a Scholarship where:

- Behaviour falls below expected standards;
- Academic performance is unsatisfactory;
- Attendance is poor;
- The pupil fails to contribute appropriately to College life;
- Conduct brings the College into disrepute.

The decision of the Governors shall be final.

Fixed Value of Scholarship Awards

Scholarships constitute a fixed remission against the tuition fees applicable at the time of entry.



The monetary value of a Scholarship shall remain fixed and shall not automatically increase in line with future fee increases.

The remission of fee is awarded against the tuition fees and not against the boarding fees.

Traditional Scholar's Covenant

In accordance with the traditions of the College:

"We do hereby appoint (Name) to be a Scholar of this Foundation, and to continue as such whilst they faithfully conform to the Rules and Regulations of the College, attend diligently to their studies, make due proficiency therein, and maintain behaviour and conduct approved by the Warden and staff. In default thereof, this appointment shall cease and determine, and the Scholarship shall be declared vacant."

This covenant reflects a tradition dating to the admission of the first Scholars in 1848.

9. BURSARIES

Purpose of the Bursary Programme

Llandoverly College is committed to ensuring that access to the educational opportunities provided by the College is not unreasonably restricted by financial circumstances. The College's bursary programme is designed to make it possible for as many pupils as possible who meet the College's admissions criteria to take up a place at either the Gollop Preparatory School or the Senior School, regardless of their family's financial position.

Bursaries are intended to provide financial assistance to families who would otherwise be unable to afford the tuition fees associated with a Llandoverly College education. The programme reflects the College's long-standing commitment to widening access and supporting talented and deserving pupils from a broad range of backgrounds.

Eligibility and Assessment

Bursaries are awarded annually and are available to pupils entering the College at the normal points of entry, as well as, in exceptional circumstances, to existing pupils whose family circumstances have changed significantly.

All bursary awards are means-tested and are assessed through a detailed review of both:

- The financial circumstances of the family; and
- The suitability of the pupil for a place at Llandoverly College.

Parents or guardians applying for financial assistance must complete the College's Bursary Application Form and provide full and accurate disclosure of their financial



circumstances. The College requires both parents, regardless of marital status or living arrangements, to provide evidence of their income, assets, liabilities, investments and any other relevant financial information.

Supporting documentation may include, but is not limited to:

- P60s and payslips;
- Tax returns;
- Company accounts;
- Bank statements;
- Mortgage statements;
- Details of savings and investments;
- Information regarding property ownership;
- Details of pensions, trusts or other financial assets.

The College reserves the right to request additional information where necessary and may decline an application where full disclosure is not provided.

Value of Awards

The level of bursary support awarded will vary according to demonstrated financial need and the availability of funds.

Awards may provide up to 25% remission of tuition fees in cases of exceptional and proven financial need. Bursaries apply to tuition fees only and do not contribute towards boarding fees, uniform, transport, educational visits, examination fees or other additional charges.

The purpose of a bursary is to enable a pupil whose family would otherwise be unable to afford the fees to benefit from a place at the College. It is not intended to subsidise a particular lifestyle choice or to support expenditure that is inconsistent with a claim of financial hardship.

Financial Criteria

Whilst each application is considered on its individual merits, the Governors and the Scholarship and Bursary Committee generally consider the following circumstances to be inconsistent with the award of a bursary:

- Gross household income in excess of £65,000 per annum;
- Net assets exceeding £300,000;
- Savings or investments exceeding £60,000;
- Ownership of more than one property;
- Significant equity held within residential property;
- Investment in major home improvements or extensions;



- Mortgages on properties considered excessive relative to family circumstances;
- Ownership or regular use of luxury or high-value vehicles;
- Frequent or expensive holidays;
- Significant discretionary expenditure inconsistent with financial need;
- Circumstances where only one parent is employed despite both being capable of working, unless prevented by illness, disability, caring responsibilities or other exceptional circumstances.

The presence of any of the above factors does not automatically exclude an application; however, they will be taken into account when assessing the family's overall financial position and level of need.

Determining Financial Need

The College recognises that every family's circumstances are unique and that decisions regarding personal expenditure and financial priorities are often complex. Consequently, bursary awards are not determined solely by reference to income.

In assessing the level of support required, the College may also consider:

Earning Capacity

The ability of parents or guardians to improve their financial position or increase household income.

Where there are two parents or guardians in a household, the College would normally expect both adults to be in employment unless prevented from doing so by:

- Ill health or disability;
- Caring responsibilities for young children or dependants;
- The requirements of a spouse or partner's employment;
- Other exceptional circumstances.

Capital Resources

The College expects families to make reasonable use of available capital resources before seeking financial assistance.

Consideration may therefore be given to:

- Savings;
- Investments;
- Equity held in property;
- Trust funds;
- Other realisable assets.



Contributions from Third Parties

The College may also take into account:

- Financial contributions from absent parents;
- Support from wider family members;
- Contributions from other adults residing within the household;
- Assistance from trusts, charities or other external sources.

Duration and Review of Awards

Bursaries are awarded for one academic year only.

Where a pupil joins the College part-way through an academic year, the bursary will remain valid until the end of that academic year.

All bursary recipients are required to reapply annually and provide updated financial information. The continuation of any award is not automatic and remains subject to:

- Continued financial need;
- Availability of funds;
- Compliance with the College's fees and financial regulations.

The value of an award may increase, decrease or be withdrawn entirely if there is a material change in the family's financial circumstances.

Applications from Existing Families

Requests for bursary assistance generally fall into one of two categories:

New Applicants

Families who have been offered a place at the College but require financial assistance in order to accept that offer.

Existing Pupils

Families whose financial circumstances have changed unexpectedly during their child's education and who may otherwise be unable to continue meeting tuition fee obligations.

Examples may include:

- Redundancy;
- Serious illness;
- Bereavement;
- Business failure;
- Significant reduction in household income;
- Other unforeseen financial hardship.



Each case will be considered individually, taking into account both the circumstances giving rise to the application and the resources available to the College.

Suitability of the Pupil

The suitability of the pupil remains the primary consideration when awarding bursary support.

In assessing suitability, the College will consider:

- Academic potential;
- School reports and references;
- Commitment to learning;
- Behaviour and conduct;
- Attendance;
- Participation in school life;
- The likely benefit the pupil will derive from a Llandovery College education.

The College seeks to ensure that bursary recipients are able to contribute positively to the life of the College and make full use of the educational and co-curricular opportunities available.

The Scholarship and Bursary Committee recognises that previous academic performance may have been affected by factors outside a pupil's control, including illness, family circumstances or limited educational opportunities. Such factors will be taken into consideration when assessing applications.

Withdrawal of a Bursary

The College reserves the right to withdraw a bursary where:

- Information supplied in support of an application is found to be inaccurate, misleading or incomplete;
- The family's financial circumstances improve significantly;
- The annual review process is not completed;
- Fees remain unpaid;
- The pupil's conduct or attendance falls significantly below the standards expected by the College.

Where fees remain outstanding for more than 30 days, the College reserves the right to withdraw bursary support without notice.

The decision of the Board of Governors and the Scholarship and Bursary Committee regarding the award, continuation, amendment or withdrawal of a bursary shall be final.



Confidentiality

All bursary applications and supporting documentation will be treated in the strictest confidence. Information will only be shared with those individuals directly involved in the assessment and administration of bursary awards and will be processed in accordance with the College's Data Protection Policy and relevant legislation.

10. OTHER FINANCIAL ASSISTANCE AWARDS

Gollop Award

Supporting families within the Gollop Preparatory School.

William Rees Award

Supporting pupils from Llandovery and the surrounding area.

Foundation Award

Supporting exceptional academic potential combined with genuine financial need.

11. REVIEW OF AWARDS

All Scholarships, Bursaries and Financial Assistance Awards are reviewed annually.

The Scholarship and Bursary Awards Committee will review:

- Academic progress;
- Conduct;
- Attendance;
- Financial circumstances;
- Continued eligibility.

The College reserves the right to amend, reduce, suspend or withdraw awards where circumstances change.

12. FEES IN ARREARS

Where fees remain unpaid for more than thirty days, the College reserves the right to:

- Suspend financial assistance;
- Withdraw bursary support;
- Review the pupil's place at the College.

Any such action shall be undertaken in accordance with the College's Fees Policy and Terms and Conditions.



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13. POLICY REVIEW

This policy shall be reviewed annually by the Board of Governors and may be amended at any time to reflect changes in legislation, regulatory requirements, financial circumstances or College practice.

SLT Approval: June 2026

Board of Governors Approval: June 2026

Review: June 2027