



BRIGHTON
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COLLEGE

FEES STRUCTURE 2009/10

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The following fees structure will come into force from August 2009 and is applicable for the 2009/10 academic year. It provides details of all fees associated with educating your child at Brighton College, the discounts available and the various methods of payment.

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SECTION A - BASIC FEES

i. Registration Fee

To register your child at Brighton College a registration fee of £75 is applicable. This is non-refundable in the event of the pupil not attending the College.

Parents of overseas pupils are required to pay a registration fee of £250.

ii. Confirmation and Extras Deposit

Pre-Prep and Prep School

Once offered, a place cannot be secured until we are in receipt of the Acceptance Form and deposit. The deposit amounts are as follows:

Pre-Prep School	£750 plus £250 on transfer to the Prep School
Prep School	£1,000 plus £250 on transfer to the Senior School

Senior School

For pupils entering the Senior School, a confirmation deposit is required by the beginning of the Summer Term in the calendar year preceding entry into the College. This confirms a pupil's place at the school subject to passing the entrance examinations. The deposit will only be refunded if a pupil does not pass the entrance examination. The deposit amounts are as follows:

Lower School	£1,000
Senior School	£1,250
Sixth Form	£1,500

Boarders will pay an additional deposit of £1,250.

Once accepted, deposits are retained to cover the cost of any extras that are typically charged in arrears. They are held over from term to term until the pupil leaves the school. Any balance due will be refunded as a credit (without interest) against the final payment of fees or other sums due to the College.

Parents of overseas pupils are required to pay an additional deposit equal to a basic term's fees.

Please note that a term's fees (less deposits held) will be immediately payable if, for any reason, the acceptance of a place is cancelled less than a term before entry or if the pupil does not join the College after a place has been accepted.

iii. Entrance Fee

A non-refundable charge of £60 is made to cover the immediate administrative costs of entry into the College. This is added to the first term's bill.

iv. Tuition Fees (Per Term)

Pre-Preparatory School

<i>Year</i>	<i>Day Fees</i>
Pre-Reception	From £1,493
Reception	£2,101
1	£2,430
2	£2,521
3	£3,115

Preparatory School

<i>Year</i>	<i>Day Fees</i>
4	£3,602
5	£4,194
6	£4,194
7	£3,946
8	£4,617

Senior School

<i>Year</i>	<i>Day Fees</i>	<i>Weekly Boarding</i>	<i>Full Boarding</i>	
			<i>Home/EU</i>	<i>Overseas</i>
Lower School	£3,946	-	-	-
9	£5,541	£7,641	£8,791	£9,291
10	£5,674	£7,774	£8,924	£9,424
11	£5,674	£7,774	£8,924	£9,424
12	£5,728	£7,828	£8,978	£9,478
13	£5,728	£7,928	£9,228	£9,728

SECTION B - COMPULSORY EXTRA CHARGES

Compulsory charges relate to the following:

i. ISCO

ISCO is the Independent Schools Careers Organisation, founded to provide careers education and guidance. This is applicable when the pupil joins the College and represents the cost of enrolment in this organisation. The charge is £177 and is applied to the pupil's bill on entry into the Senior School.

The services of ISCO are available throughout a pupil's career at Brighton College and until his or her 23rd birthday.

ii. ECDL (European Computer Driving Licence)

The ECDL is the internationally recognised qualification which is designed specifically to enable pupils to gain a benchmark qualification in computing. This enables them to develop their IT skills and enhance their career prospects.

Brighton College is a registered ECDL test centre. All year 9 pupils will be charged £60 to follow the ECDL course. This covers the cost of pupil registration, five on-line tests and if successful, a certificate will be issued.

Any re-testing may be charged separately.

SECTION C – OPTIONAL SERVICES

There are a number of services that a pupil may utilise during his or her time at Brighton College.

i. Music Lessons

Charges for additional music lessons are billed in advance for each term. The following charges are for the cost for one instrument for one term.

Pre-Prep

Individual Lessons	£210
Second Instrument	£160
Group Lessons (3 or 4 pupils)	£84

Prep

Individual Lessons	£210
Second Instrument	£160
Shared Lessons (2 pupils)	£136

Senior School

Individual Lessons	£210
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Parents are reminded that half a term's notice is required for withdrawal from music lessons.

ii. Bus Charges

The bus service which is subsidised by the College is available to all pupils aged from eight upwards. Charges are as follows:

	Annual	Termly
5 Day Pass	£1,197	£421
3 Day Pass	£757	£286
2 Day Pass	£549	£194

Parents are reminded that half a term's notice is required for withdrawal from the school bus service.

Please contact Kim Malins on 01273 704262 for route information and any queries.

iii. Dyslexia Centre

Pupils in Years 4-11 requiring support from the Dyslexia Centre will pay an additional charge of £885 per term. For pupils in Year's 4-11 not requiring full support of the Dyslexia Centre, ad-hoc sessions are available. The cost of a weekly one-to-one session is £324 per term with a shared weekly lesson costing £212 per term.

Tuition is available for pupils in Years 12-13 at a cost of £390 per term for one session per week.

Pupils in the Pre-Prep are required to pay an additional charge of £256 or £511 per term depending on the number of sessions per week.

All charges are payable in advance.

iv. EAL (English as an Additional Language)

Support from the EAL unit is charged at £1,090 per term based on 4 lessons per week. This is charged in arrears.

v. Uniform and Stationery Shops

These shops have now been relocated. Uniforms can be purchased from The College Tailor in Kempton. Basic stationery is available for purchase from the main College reception during term time.

College pupils may purchase essential requirements from the College Tailor and the main College reception on the understanding that parents will underwrite such charges and pay for them when they appear on the termly bills. If parents do not wish their child to be able to use this facility please inform us in writing.

Should a parent have any queries concerning Shop charges please ring Mr Brian Murphie (Uniforms) on 01273 604011 or Mrs Wendy Heal (Stationery/Dance) on 01273 604030.

vi. Insurance

The College strongly recommends that pupils are properly covered by insurance whilst at Brighton College. The insurances available offer excellent value for money. Cancellation of insurances must be received in writing prior to the commencement of the term to which the premium applies. Cover cannot be applied retrospectively in the event of a claim.

a. Personal Accident (incorporating Dental cover)

Parents should be aware that certain school activities might involve risk of accident or injury to pupils. The College is, of course, properly insured via its Public Liability Insurance. However, to ensure optimum cover for a pupil we recommend that parents take out Personal Accident Insurance. Under a policy made available by the College's insurance brokers, protection can be provided to cover accidents at school, in the home or wherever pupils travel throughout the year. The College believes that this represents good value for money. This policy also incorporates dental cover.

The premium for 2009/10 will be £5.95 per pupil per term. Full details of the premium and the cover provided are available from Mandy Smith on 01273 704356.

b. Personal Effects Insurance

Pupils' personal belongings cannot be insured by the College against loss or damage. These items are often very valuable and it is advisable that parents take out insurance cover. This policy provides excellent cover for all normal personal belongings though parents should take out additional cover if high value items such as PCs or expensive musical instruments are to be brought into the College.

Parents are asked to ensure that their children's possessions are clearly marked and identifiable.

The premium for 2009/10 will be £10 per pupil per term. Full details of the premium and the cover provided are available from Mandy Smith on 01273 704356.

c. School Fees Protection

This is a scheme which enables parents to recover the value of any school fees paid whilst a pupil is absent for medical reasons. Current premiums are 1.5% of fees.

vii. Brighton College Family Society (BCFS)

The BCFS is run by parents for parents. Many activities ranging from lectures to quiz nights to the Summer Ball are arranged for your enjoyment. A nominal charge of £9.00 *per family* will be added to the Michaelmas term bill to support these activities.

viii. Old Brightonians Association (OBA)

Senior school pupils are offered the chance to subscribe to life membership of the OBA. The fee is currently £360. This entitles former pupils to receive a twice-yearly newsletter that provides regular news about the college and includes invitations to all functions, sporting and other events. It provides a very popular vehicle for keeping them in contact with their school friends throughout their life.

The fee is broken down as follows:

For pupils entering the Lower School	- 15 equal instalments of £24
For pupils entering the 4 th Form	- 9 equal instalments of £40
For pupils entering the 6 th Form	- 6 equal instalments of £60

The termly fee is adjusted pro-rata for any student joining in a different year or term.

These charges will appear automatically on termly bills unless parents specifically ask in writing for their children not to be enrolled in the OBA before they start at the College. Fees collected are transferred to the OBA.

SECTION D - OTHER PAYMENT CHARGES

i. Payments not honoured

Any cheque returned to the College unpaid or any Direct Debit payment not honoured will attract an automatic surcharge of £12. This will be added to the fee account.

ii. Credit/Debit card charges

We accept most credit and debit cards including American Express, Visa, Mastercard, Maestro and Delta.

a. Debit cards – No charge

b. Credit cards	-	American Express	3.35%
	-	Mastercard	1.6%
	-	Visa	1.5%
	-	Commercial or company cards	2.0%

iii. Interest

Overdue balances on fee accounts will be subject to interest charges. The current rate is 1.5% per month. This charge will be levied on any outstanding balance carried forward from the first day of the term for which the fees were due. The Governors have stated that there shall be no exception to this condition. Interest will be added to fee accounts monthly in arrears.

SECTION E - EXTRAS AND OTHER CHARGES

During the course of an academic year the pupil may incur extra charges. Depending upon the nature of these items they are either charged in advance or in arrears.

i. Charges in advance

These include items such as additional music lessons, insurance premiums and bus charges. In addition, a deposit or advance contribution may be required when a pupil participates in field trips or sports events etc.

ii. Charges in arrears

These include items such as text books and stationery. It may also include any emergency expenditure on clothing or medical treatment that is deemed necessary. Emergency items can only be authorised by the Head Master, Housemasters or Housemistresses.

SECTION F – PAYMENT

Payment of fees must be made in full before the first day of the term for which they are due, unless you have joined the Direct Debit scheme.

The College appreciates that parents may occasionally have difficulty in meeting fee payments. If financial difficulties are foreseen, parents are encouraged to contact the Bursar as soon as possible. This allows the College to review the situation in a timely manner preventing unnecessary distress.

If you wish to make contact with the Bursar please make an appointment through his secretary, Joanne Moses on 01273 704260.

Methods of Payment

i. Online

Visit www.brightoncollege.net, click on LINKS and select online payment. Please ensure that you clearly identify the name of the pupil(s) for whom the payment relates.

Payment by debit card does not incur a charge.

ii. Cash

Please note that we are not able to accept any payment in cash over the sum of £10,000.

iii. Cheque

Please ensure you write your child's name on the back of the cheque. Post-dated cheques will not be accepted.

iv. Credit or debit card

Most credit and debit cards are accepted including American Express, Visa, Mastercard, Maestro and Delta. Please see Section D for charges associated with these cards.

v. Giro

Pay at your bank using the bank giro credit slip at the bottom of your bill

vi. Direct Debit

Parents are urged by Governors to join the Direct Debit scheme as they believe that it is an easier, more efficient way of paying the fees.

Direct Debits are taken in 9 monthly instalments collected on or after the 15th day of each month as follows.

Term	1st Instalment	2nd Instalment	3rd Instalment
Michaelmas	September	October	November
Lent	January	February	March
Summer	April	May	June

Each instalment represents a third of the term's bill.

To join the scheme simply complete and return the attached direct debit mandate to Sian Davies at Brighton College before 15th August 2009.

vii. Payment in Advance (Annual Payers)

A discount is offered for payment in advance as follows:

Discounts of 1.5% are offered for the first year and 4.5% for subsequent years. Discounts are applied on net fees only and do not apply to extras.

For payment of fees in advance for more than one year, future fees are estimated for the purposes of the calculation and an adjustment is made for any variance. Statements will be sent termly.

For further information please contact the Deputy Head of Finance, Ben Tomlinson.

SECTION G - SCHOLARSHIPS, EXHIBITIONS AND BURSARIES

Parents are reminded that any offer of fee support from Brighton College is subject to all fees being paid on time and in full. Conditions stipulated in Section F must be met. For parents paying by direct debit, all accounts must be cleared by the 30th June.

Fee support can and will be withdrawn from pupils if fees are not paid on time or if other arrangements for payment have not been agreed with the Bursar in advance.

Bursaries may be available to pupils from low income families or to families suffering short term financial problems. Awards will only be offered after the satisfactory completion of a means-test and the production of all necessary documentation. Awards are made on a term-by-term basis and parents may be asked to reapply. Bursaries are available for pupils in Years 7 to 13.

For further information on Bursary awards or for a bursary application form, please contact Mandy Smith on 01273 704356 or accounts@brightoncollege.net.

SECTION H – SIBLING ALLOWANCES

Sibling allowances are applicable to all new and current pupils as follows:

Please note that the discount is awarded on the net fees i.e. fees less any Scholarships, Bursaries or any other awards.

- Two children: 10% discount will be awarded to the elder child
- Three children: 15% discount will be awarded to the elder child
 10% discount will be awarded to second eldest child
- Four children: 15% discount will be awarded to the eldest and second eldest child
 10% discount will be awarded to the third eldest child
- Five children: 15% discount will be awarded to the eldest, second and third child
 10% discount will be awarded to the fourth eldest child

SECTION I - NOTICE

i. Full Term's Notice

Parents are reminded that a full term's notice is required for:

- a. Withdrawal from the College
- b. Change of day or boarding status
- c. Withdrawal from dance lessons

ii. Half a Term's Notice

Parents are reminded that half a term's notice is required for:

- a. Withdrawal from the school bus service
- b. Withdrawal from music lessons

Please note that failure to give sufficient notice will result in the appropriate fee being charged in lieu of that notice as per the terms and conditions of the College.

SECTION J – QUERIES AND CONTACTING THE COLLEGE

General queries regarding fees can be emailed to accounts@brightoncollege.net

Jo Moses

Secretary to the Bursar (704260)

Anne Riley

Head of Finance (704252)

Ben Tomlinson

Deputy Head of Finance (704200) - Financial advice and advance payer queries

Sian Davies

Credit Controller (704255) - Payment queries

Nicola Goldsmith

Fees Administrator (704305) – Invoice queries

Mandy Smith

Finance Administrator (704356) – Insurance and Bursary application queries

Kim Malins

School Buses (704262) - Prices and general enquiries for school buses

Tony Tighe

CCF (704225) - Combined Cadet Force

Brian Murphie

The College Tailor (604011) – Uniform charges

Wendy Heal

The College Tailor (604030) – Stationery & Dance charges

Karen Smith

Music Department (704341) - Music charges

Mary Cremona

Examinations Office (704374) – Exam queries

Mary-Anne Brightwell

Director of Admissions (704201) – Admissions queries

Sandra Frost

Front Office Manager (704200) – EMA queries