



BRIGHTON  
COLLEGE

# DETAILED FEES STRUCTURE 2020-21

FEES AND EXTRA CHARGES EXPLAINED



# BRIGHTON COLLEGE FEES STRUCTURE 2020-21

The following fees structure will come into force from July 2020 and is applicable for the three terms of Michaelmas 2020, Hilary 2021 and Trinity 2021. It provides details of the fees associated with educating and/or boarding your child at Brighton College, costs of some of the key extras, discounts available and the various methods of payment. Please note the personal effects' insurance premium is renewed in January and so may be subject to change for the Hilary and Trinity terms.



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# SECTION 1 - FEES AND DEPOSITS

## a) Registration Fee

To register your child at Brighton College a registration fee of £120 is applicable. This is non-refundable.

Parents of overseas pupils are required to pay a registration fee of £350 (which will cover the cost of a Tier IV application if required). This is non-refundable.

## b) Confirmation and Extras Deposit

Once offered, a place cannot be secured until the College is in receipt of the signed Acceptance Form and cleared deposit. A deposit is required on joining one of the schools and a top-up element is required on transfer between the schools. The College will carry forward the deposit paid for the previous College school on transfer between schools so the element required to be paid is the incremental amount.

For pupils entering the Senior School, the deposit is required by the beginning of the Trinity 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 attempts but does not pass the entrance examination. The deposit amounts are as follows:

	UK <sup>1</sup>	Overseas <sup>2</sup>
Nursery, Pre-Prep & Prep	£1,750	£7,750
Lower School	£1,750	£7,750
Senior School (inc. Sixth Form) Day Pupils	£2,000	£8,000
Senior School (inc. Sixth Form) Boarding Pupils	£7,500	£18,800

<sup>1</sup> Pupils whose parents are settled in the UK and who are ordinarily resident in the UK

<sup>2</sup> Pupils whose parents reside overseas or who are not ordinarily resident in the UK

For full definitions of residency status, please contact the Head of Finance for further information.

Please note that a term's fees 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.

Once accepted, deposits are retained and held over from term to term until the pupil leaves the most senior of the schools they attend. Any balance due will be refunded as a credit (without interest) against the final payment of extras or other sums due to the College. Please note, deposits are not a contribution towards the first, final or any term's tuition or boarding fees or any other charge by the College.

## c) Entrance Fee

A non-refundable charge of £75 is made to cover the initial administrative costs of entry into the College. This is added to the first term's bill.

#### d) Termly Tuition and Boarding Fees

Fees are due and payable before the first day of term. For full details please refer to the Standard Terms and Conditions.

For parental ease, our annual tuition and boarding fees are spread across three equal tranches with the same amount charged for each of our three terms. The termly fees are therefore not a reflection of the precise number of tuition or residential boarding days per term, as these will vary from term to term and year to year. Typically, for example, there are more tuition and boarding days in Michaelmas term compared to Trinity term due to exam study leave.

#### Nursery, Pre-Prep and Prep School

Please refer to the Appendix for fees applicable to the Nursery.

<i>Year</i>	<i>Day Fees</i>
Reception	£3,520
1	£3,650
2	£3,750
3	£4,680
4	£5,490
5	£6,220
6	£6,220
7	£5,830
8	£6,780

#### Senior School

<i>Year</i>	<i>Day Fee</i>	<i>Weekly Boarding UK*</i>	<i>Full Boarding UK*</i>	<i>Overseas</i>
7 - Lower 3rd	£5,830	-	-	-
8 - Upper 3rd	£6,780	-	-	-
9 - 4th Form	£8,110	£11,800	£13,240	£16,090
10 - Lower 5th	£8,280	£11,860	£13,440	£16,170
11 - Upper 5th	£8,330	£11,910	£13,510	£16,250
12 - Lower 6th	£8,470	£12,080	£13,890	£16,680
13 - Upper 6th	£8,590	£12,160	£13,990	£16,960

\*For parents that are ordinarily resident in the EU whose children are already pupils or who become pupils in 2020/21, UK fees will continue to apply

There are incremental costs for Overseas Weekly Boarding, details of which are available on request from the Admissions Office.

**Please note that if a child has been boarding in the College for the Michaelmas and Hilary terms, the Trinity term fee which will apply to that child, irrespective of whether they board or transfer to a day pupil, will continue to be the boarding fee. Similarly, if a child were to move from full to weekly boarding, the full boarding charge would still apply for the Trinity term.**

The Day fees include tuition of the curriculum (including sports and arts), lunch, and pupils' personal accident insurance (see section 3i below for more details). The Boarding fees include all of the above plus accommodation, breakfast, supper and laundry.

In addition to the tuition fees above, other expenses may also be incurred. These extras may include textbooks and exercise books issued to pupils, extra-curricular activities, career guidance, optional trips and other incidental costs. When pupils participate in field trips, excursions or sports tours, if significant expense is incurred, parents may be asked to pay a deposit in advance.

## SECTION 2 - EXTRA CHARGES

Extra charges will include the following:

### a) Brighton College Society

The Brighton College Society is the organisation through which senior school parents can get together at events held in places of particular interest alongside certain senior school teachers. The Society is overseen by Scott Sheridan, Director of Development and Engagement at the College. The cost of membership for the year is £30 per family which will be added to the Michaelmas term bill. Families can choose not to be members if they wish by opting out, in which case please let Clare Welby know at enquiries@brightoncollegesociety.co.uk.

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## SECTION 3 - PUPIL SPECIFIC SERVICES

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

### a) Music Lessons

Charges for additional music lessons are typically billed in advance for each term. Please note that music lessons are during the school day and will involve pupils missing some academic subjects, although this will almost always be on a rotational basis at Brighton College. The following charges are for the cost for one instrument for one term:

#### Pre-Prep setting

Individual Lessons	£335
Group Lessons (3 or 4 pupils)	£145

#### Prep setting

Individual Lessons	£335
Shared Lessons (2 pupils)	£250

#### Senior School

Individual Lessons	£335
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*Parents are reminded that half a term's notice is required for withdrawal from music lessons.*

### b) London Academy of Music and Dramatic Art (LAMDA) Lessons

#### Prep setting

Individual Lessons	£305
Shared Lessons (2 pupils)	£245
Group Lessons (3+ pupils)	£145

#### Senior School

Individual Lessons	£315
Shared Lessons (2 pupils)	£315
Group Lessons (3+ pupils)	£155

*Parents are reminded that half a term's notice is required for withdrawal from LAMDA lessons.*

### c) Dance Lessons

Due to the sheer variety of dance on offer and the variety of fees for different dance lessons these are not included here but available on the Parents' Portal or from the Dance Administrator [danceadmin@brightoncollege.net](mailto:danceadmin@brightoncollege.net) on 01273 704309.

**Parents are reminded that half a term's notice is required for withdrawal from Dance lessons.**

### d) Bus Charges

The bus service is available to pupils in the Prep, Lower and Senior school settings and who are aged from eight upwards. Charges are as follows:

	<i>Annual</i>	<i>Termly</i>
5 Day Pass	£1,705	£605
3 Day Pass	£1,170	£420
2 Day Pass	£780	£285
Weekly Boarder*	£595	£220
Weekly Boarder**	£435	£155

\*Friday pm & Monday am \*\* Monday am

**Parents are reminded that half a term's notice is required for withdrawal from the school bus service.** Please contact Christine Davey on 01273 704200 for route information and any queries.

### e) Learning Support Centre

Pupils in Years 4-11 requiring the learning support of the Learning Support Centre will pay an additional charge of £1,390 per term. For pupils in Years 4-11 not requiring full support of the Learning Support Centre, ad-hoc sessions are available. The cost of additional English, Maths or weekly one-to-one sessions are £485 per term.

Tuition is available for pupils in Years 12-13 at a cost of £570 per term for one session per week.

Pupils in the Pre-Prep setting typically pay an additional charge of £635 or £1,270 per term depending on the number of sessions in a typical school week.

All charges are payable in advance although billing may be in arrears where there is uncertainty about a pupil's sessions before the bills are prepared.

Please note that the College may insist upon certain pupils using the Learning Support Centre. In such cases, withdrawing a pupil can only be carried out with the College's prior approval.

Please note, in some circumstances, the College may make provision for certain pupils to overcome specific disadvantages without charging for these, examples of which include providing ramps for access, setting lessons in rooms with specific acoustic or visual properties, etc.

### f) English as an Additional Language (EAL)

Support from the EAL unit is charged at £2,500 per term based on 4 lessons in a typical school week and is inclusive of course textbooks. This is charged in arrears.

### g) Pre-Prep After School Care Club

The After School Care Club (for Pre-Prep pupils only) runs two sessions, from 3.45pm to 4.45pm and from 4.45pm to 5.45pm. Each one hour session is charged a cost of £8.50 per pupil. Parents have the ability to reserve slots via the online parents' portal prior to each term, and fees are charged termly in arrears.

## h) Uniform, Sports and Stationery Shop

Uniform, sportswear kit and sports accessories can be purchased directly from our supplier, Schoolblazer, via their website found at [www.schoolblazer.com](http://www.schoolblazer.com)

***Please note that at the time of publishing this document, our uniform shop, The College Tailor, based in Kemptown close to the main College campus, is currently closed for our sales or fitting service, as a result of the recent Covid-19 crisis. Further updates with regard to the shop re-opening to offer this service will be posted on our website via [www.brightoncollege.org.uk/college-tailor/](http://www.brightoncollege.org.uk/college-tailor/)***

## i) Insurance and Fees Refund Scheme

The College recommends that pupils are properly covered by insurance whilst at Brighton College. The College has tried to facilitate a good balance of cost and cover with these optional insurance products but all parents must ensure that the insurance terms are acceptable for their requirements.

***Cancellation of insurances and fees refund scheme must be received in writing prior to the commencement of the term to which the premium applies otherwise the premium will be payable in full.*** Cover cannot be applied retrospectively in the event of a claim. Please check your bill to ensure that you have the required cover.

### 1. Personal Accident (incorporating a level of dental cover)

All pupils at the College are included in the Personal Accident Insurance Scheme operated under a policy by the College's insurance brokers. A level of protection is provided to cover accidents at school, in the home or wherever pupils travel throughout the year. This policy also incorporates a level of dental cover.

There is no additional charge for this cover and full details of the cover provided are available from Ms Smith on 01273 704356.

### 2. Personal Effects Insurance

Pupils' personal belongings are not 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 cover for all normal personal belongings (although not mobile phones and certain other electronic items) and we recommend that parents consider taking out additional cover if high value items such as PCs, tablets or expensive phones or 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 2020/21 will be £8.12 per pupil for Michaelmas Term 2020. The renewal premium for this insurance for Hilary and Trinity 2021 will only be known in January 2021 and the template will be updated on the website to inform parents (in so far as any change is made). Full details of the premium, the cover provided and application form if you would like to participate are available on request from Ms Smith on 01273 704356.

### 3. Fees Refund Scheme

This is a scheme which enables parents to recover the value of school fees paid, excluding extras, whilst a pupil is absent for medical reasons for a period of at least five consecutive days subject to the terms of the scheme. It also provides some cover in the event of the accidental death of a fee payer.

Current premiums are 1.6% of gross fees for boarders and day pupils.

More details of this policy are available on request from Ms Smith on 01273 704356.

***Please note that all insurances include Insurance Premium Tax (IPT) at 12%. Any future increases in IPT may increase the insurance premiums quoted.***

## SECTION 4 - PAYMENT CHARGES

### a) Credit/Debit card charges

We accept most credit and debit cards including American Express, Visa, Mastercard, Maestro and Delta. Payments are made through the SagePay area of the College website, below. Please ensure all payments are suitably referenced with the pupil's name and what the payment is for e.g. Fees, School Bus, Deposit etc.

[www.brightoncollege.org.uk/admissions/fees-online-payment/](http://www.brightoncollege.org.uk/admissions/fees-online-payment/)

There are no charges for making payments this way.

### b) Payments not honoured

Any cheque returned to the College unpaid or any Direct Debit payment not honoured will attract an administrative charge of £40. This will be added to the next bill.

### c) Interest on late payment

Any late payment will receive a late payment charge of 1.5% per month applied on a daily basis for the number of days payment is late together with any charges for the costs of administering and recovering any late payments.

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## SECTION 5 - TIMING OF CHARGES

During the course of an academic year, pupils may incur extra charges. Depending upon the nature of these items, they are either charged in advance when known about by the accounts team prior to the pre-term bill run or in arrears.

### a) Charges in advance

These charges typically are for items such as learning support, music lessons, dance lessons, drama lessons, certain exam charges, insurance premiums and bus charges. In addition, a non-refundable deposit or advance contribution may be required when a pupil participates in field trips or sports events etc.

### b) Charges in arrears

These charges can be for any of the above, depending on the time that the accounts team is made aware of the charge, and items such as EAL, exam charges, After School Care Club, text books, revision booklets, taxis, certain academic consumables (such as DT and Art), stationery and school trips. 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 6 - PAYMENT

**Payment of fees must be made in full before the first day of the term for which they are due, unless the fee payer has joined the Direct Debit scheme and has joined in sufficient time to enable the first deduction to have been taken by direct debit for that term. Please refer to the Standard Terms and Conditions as signed in the Acceptance Form / Parent Contract for full details of payment terms.**

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

If you wish to contact Mr Lankshear, please make an appointment via Ms Crombie, the Bursar's Executive Assistant on 01273 704260.

### Methods of Payment

#### a) Online

You can pay online on the Admissions page of the College website: [www.brightoncollege.org.uk](http://www.brightoncollege.org.uk). Please ensure that you clearly identify the name of the pupil(s) for whom the payment relates.

#### b) Cash

Please note that we are not able to accept any payment in cash.

#### c) Cheque

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

#### d) Credit or Debit Card

Most credit and debit cards are accepted including American Express, Visa, Mastercard, Maestro and Delta.

#### e) Direct Debit

Parents can pay by way of Direct Debit through a College administered scheme which many parents find an easier method for paying.

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

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

Each instalment is for a third of the term's bill.

To join the scheme please complete and return the direct debit mandate, available from Mrs Reynolds, to Mrs Reynolds at Brighton College. In order to join the scheme for Michaelmas Term, please return the form before Friday 14th August 2020.

Please note that we reserve the right to remove parents from the Direct Debit scheme if they do not keep up with payments. The full balance outstanding will then be due with immediate effect.

#### **f) Payment in Advance**

A discount is offered for payment in advance as follows:

Discounts of 1.25% are offered for the first academic year and 2.5% for subsequent years, when two or more years are paid at any one time. Discounts are applied on net fees only and do not apply to extras. The discount is not applied cumulatively.

For payment of fees in advance for more than one year, future fees are estimated for the purposes of the calculation. Where fees are different from the original estimate in the period of the advance payment, an incremental adjustment will be made for any variance so that the agreed percentage discount is maintained. Any resulting shortfall will be due as a debt immediately. Statements will be sent termly with your bill.

For further information please contact Mrs Reynolds by email at [feebillingenquiries@brightoncollege.net](mailto:feebillingenquiries@brightoncollege.net).

#### **g) Cyber Crime and Phishing**

Parents are reminded that schools unfortunately continue to be the target of phishing campaigns by cyber criminals. We therefore urge parents to be extremely vigilant and to be wary of any email or phone call purporting to be from the College with offers of discounts or refunds, or updates to bank account details. If you have any doubt at all in regard to the validity of such requests, please do not hesitate to phone our general reception on 01273 704200 and ask to be put through to the Finance team.

If in the unfortunate event that parents pay money into an account other than the one specified by the College, they do so at their own loss and the College will not be able to reimburse them.

## SECTION 7 - SCHOLARSHIPS, EXHIBITIONS AND BURSARIES

Parents are reminded that any offer of scholarship or exhibition award or bursarial support from Brighton College is subject to the remainder of all fees and extras being paid on time and in full. Conditions stipulated in the scholarship, exhibition or bursary award must be met and continue to be met as well as payment terms in Section 6 otherwise the award could be withdrawn.

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 and evidenced by the Bursar in writing in advance.

Bursaries may be available to Day pupils from low income families and modest deferment may be available to families suffering short term financial problems. Bursary awards and other methods to assist parents in difficulty will only be considered after the satisfactory completion of a bursary application form and the production of all necessary documentation. The College may also arrange a home visit as part of the bursary assessment process.

Bursaries are available for pupils in Years 7 to 13 and are awarded for one academic year only. Parents must reapply each year. Please note that receipt of bursary support for one year does not guarantee support in subsequent years.

Any parent who wishes to apply for bursarial support is requested to complete a bursary application form and submit it with supporting documentation to Mr Lankshear, Head of Finance, before mid-March in the academic year preceding the year for which they are requesting support.

For a bursary application form, please contact Mrs Reynolds at the Bursary.

## SECTION 8 - SIBLING ALLOWANCES

Where parents have more than one child attending the College, all of these except for the youngest child will receive a discount of 10% on their tuition and boarding fees. This allowance applies to all new and current pupils.

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

Please note that the College reserves the right to alter the sibling allowances regime in future years.

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## SECTION 9 - NOTICE PERIOD

### a) Full Term's Notice

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

1. Withdrawal from the College
2. Change of day or boarding status – please note that even with a full term's notice, a change from boarding to day or from full to weekly boarding for just the Trinity term will not lead to a change in the fee payable for that term

### b) Half a Term's Notice

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

1. Withdrawal from the school bus service
2. Withdrawal from music lessons
3. Withdrawal from LAMDA lessons
4. Withdrawal from dance 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 Standard Terms and Conditions of the College.***

# SECTION 10 - QUERIES AND CONTACTING THE COLLEGE

General queries regarding fees can be emailed to [feebillingenquiries@brightoncollege.net](mailto:feebillingenquiries@brightoncollege.net)

**Scott Sheridan**

Director of Development and Engagement (01273 704375) – Gifts and donations

**Simon Lankshear**

[HeadofFinance@brightoncollege.net](mailto:HeadofFinance@brightoncollege.net)

Head of Finance (01273 704200)

**Sharon Reynolds**

[feebillingenquiries@brightoncollege.net](mailto:feebillingenquiries@brightoncollege.net)

Credit Controller (01273 704255) – Payment queries, bursary queries and advance payment schedules

**Amy Sutton**

[feebillingenquiries@brightoncollege.net](mailto:feebillingenquiries@brightoncollege.net)

Fees Administrator (01273 704354) – Bill queries and Early Years Entitlement questions

**Mandy Smith**

Finance Administrator (01273 704356) – Insurance and Trips queries

**Christine Davey**

School Buses (01273 704200)

**Matthew Renshaw**

Combined Cadet Force (01273 704200)

[danceadmin@brightoncollege.net](mailto:danceadmin@brightoncollege.net)

Dance Administrator (01273 704200)

**Terri Crombie**

Executive Assistant to the Bursar (01273 704260)

**Karen Smith**

Music Department (01273 704341) – Music charges

**Laurence Brasted**

Head of Drama – Prep School (01273 704210) – LAMDA charges

**Alex Kerr** (from 1st September)

Director of Drama – Senior School (01273 704200) – LAMDA charges

**Jade Parkes**

Examinations Office (01273 704279) – Exam queries

**Anthony Merrett**

Head of Admissions (01273 704284)

**Alison Westbrook**

Head of Admissions – Nursery, Pre-Prep and Prep School (01273 704343)

**Emma Taylor**

Front Office Manager (01273 704200)

**Sue Walker**

Director of Learning Support (01273 704218) – Learning Support Centre

**Judith Dynes**

Head of EAL (01273 704385)

# APPENDIX - NURSERY INFORMATION AND FEES

## a) The Nursery day

Children are able to enter the Nursery from 8.00am onwards and we expect all children to have arrived and registered by 8.45am.

A morning session terminates at 12.15pm, afternoon sessions begin at 12.20pm and the Nursery day terminates at 3.20pm.

All children must attend each morning session for five days a week from 8.45am to 12.15pm which includes lunch, and can opt to attend afternoon sessions, as per the fee structure below.

## b) Nursery fees per term

Cost per term including lunch:

5 Morning sessions	£1,835*
4 Morning sessions and 1 Full Day	£2,215*
3 Morning sessions and 2 Full Days	£2,595*
2 Morning sessions and 3 Full Days	£2,995*
1 Morning session and 4 Full Days	£3,365*
5 Full Days	£3,735*

\* This is the net cost to parents taking account of the funding for EYFE (Early Years Free Entitlement) 15 free hours per week from the Local Authority which has been applied as a discount to the morning session fee as above. In the unlikely event that the EYFE funding were to be withdrawn or amended, the College would need to charge parents an additional sum in respect of these hours.

We do not offer the additional 15 hours (or total of 30 hours) available to qualifying parents. Please contact Admissions on 01273 704343 for more details.

Please note that any EYFE funding not utilised by parents at the College due to the College not operating for a full 38 weeks or due to unscheduled or scheduled closures (snow days, bank holidays etc.) is unlikely to be available to parents at other settings.

# England's Independent School of the Year 2019

THE SUNDAY TIMES



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