



School Fees Policy & Procedures

Bromley Technical School (BTS)

Academic Year: 2026/2027 **Effective Date:** 1ST September 2026

Next Review Date: December 2027

1. Introduction

This policy outlines the framework for charging and collecting fees at Bromley Technical School. Following UK government legislation, as of **1ST January 2025**, all education and boarding services provided for a fee are subject to **VAT at the standard rate of 20%**.

2. Fees Structure and VAT

Fees are charged per term in advance. All quoted tuition and boarding fees are **inclusive of 20% VAT** where applicable.

2.1 Annual Fees (2026/2027)

Pupil Status	Net Fee (Per Term)	VAT (20%)	Total Fee (Per Term)
Day Pupil (Y10-11)	£6,250	£1,250	£7,500
Day Pupil (Sixth Form)	£7,083	£1,417	£8,500
Boarding Pupil (All Years)	£10,000	£2,000	£12,000

Note: For pupils with an Education, Health and Care Plan (EHCP) funded by a Local Authority, the LA may be able to reclaim this VAT directly.

3. Additional Charges & Exemptions

- VAT-Exempt Items:** Essential "closely related" goods and services such as school meals, transport to/from school, and core books/stationery remain exempt from VAT.

- **Taxable Items:** Extracurricular activities, holiday courses, and optional after-school clubs are subject to 20% VAT.
- **Examination Fees:** Charged at cost plus a small administration fee.

4. Admissions: Deposits & Registration

- **Registration Fee:** A non-refundable fee of **£150** (inclusive of VAT) is due upon application.
- **Acceptance Deposit:** To secure a place, a deposit equivalent to one term's fee is required. This is held as a guarantee and is not subject to VAT as it is a security deposit.

5. Scholarships and Bursaries

The school remains committed to widening access through merit-based scholarships and means-tested bursaries.

- **Scholarships:** Awarded for academic or technical excellence, covering up to 25% of the net fee.
- **Bursaries:** Means-tested support; applications are reviewed annually with supporting financial documentation.
- **VAT Treatment:** Where a discount is applied, VAT is only chargeable on the **actual amount paid** by the parent.

6. Payment Terms & Late Fees

- **Due Date:** Fees must be settled in full by the first day of each term (1ST Sept, 1ST Jan, 1ST April).
- **Late Payment:** Interest is charged at **1.5% per month** on overdue balances.
- **Non-Payment:** Persistent non-payment may result in the suspension of the pupil's place. The school will engage in formal payment plan discussions before taking such action.

7. Notice Period & Withdrawal

A **full term's written notice** is required before the withdrawal of a pupil.

- Notice must be received by the Headteacher on or before the first day of the final term.
- Failure to provide such notice results in a "Payment in Lieu of Notice" equivalent to one full term's fee (inclusive of VAT).

8. Statutory Compliance

This policy complies with:

- **Finance Act 2025:** Standard rating of education services.
- **Consumer Rights Act 2015:** Ensuring all mandatory costs are clear, upfront, and transparently displayed on the school website.