

Instruction

Fees, Fines and Charges

The Bristol Board of Education recognizes its responsibility to purchase books and supplies to meet the needs of instruction in the schools of Bristol. The Board of Education also recognizes that it is the responsibility of each student to exercise care in the use of instructional materials. A student may be assessed costs of replacing any materials or property which are lost or damaged through his or her negligence.

Textbooks

1. The Board of Education feels it is the responsibility of the student, who has the loan of textbooks, workbooks, etc., to maintain and care for each textbook or workbook until it is returned to the proper authority at the end of the school year or upon the completion of its use.
2. If proper use or normal care is not practiced by the student, the student will be expected to pay a fee to cover the cost of replacement or repair.

A. Damaged books

The charges for damaged books will be determined by the principal and the book custodian.

B. Lost books

The student will reimburse the school system for the replacement cost of the book.

Fees for Materials of Non-Required Projects

Students involved in special interest work over and above the basic instructional program may be charged for materials necessary in their chosen project.

Athletic Uniforms and Equipment

Students will be responsible for the care and safe return of athletic uniforms and equipment loaned to them. Students will be required to pay the full costs for uniforms or equipment damage due to misuse or negligence. Students will be responsible for full replacement cost for lost uniforms or equipment.

The Supervisor of Physical Education and Athletics shall develop and implement appropriate uniform control procedures which shall be subject to the approval of the Superintendent of Schools.

Uniforms

Students will be responsible for care and safe return of uniforms loaned to them. Students will be required to pay the full costs of repairs for uniform damage due to misuse or negligence. Students will be responsible for full replacement cost for lost uniforms.

The supervisor of the activity shall develop and implement appropriate uniform control procedures which shall be subject to the approval of the Superintendent of Schools.

Fines For Inappropriate Use of Library Materials

In order to encourage borrowers to return books promptly so that others may use them, the library imposes a fine on patrons who keep library materials beyond the due date. Where applicable, a fine of five (5) cents per item per day up to a maximum no greater than replacement cost. If a book or other item is lost the borrower will only be charged for the replacement and reprocessing costs. In the case of damaged books or items, actual repair costs or replacement costs may be imposed.

Materials from the reserve collection kept beyond the specific stated period will incur a fine of ten (10) cents per item per day up to a maximum no greater than replacement cost.

Field Trips

In general, transportation costs for field trips must be borne by the student. In view of this fact, discretion should be used in planning field trips to avoid unreasonable costs. A minimal insurance cost for each student will also be required.

Lab Fees

No system of lab **fees** will be permitted. However, students in courses offered in grades seven through twelve may be charged for loss or breakage of equipment due to misuse or negligence after the facts have been determined.

Other Fees

In accordance with Board policy, the cost of the following items is to be borne by the student:

Cap and gown for graduation;

Class ring;

Yearbook;

Charity drives;

Class dues;

Materials used in club activities;

Musical instruments for participating in a school band or orchestra except those provided by the school;

Club dues; and

Dances.

Legal Reference: Connecticut General Statutes

[10-221\(c\)](#) Boards of Education to prescribe rules.

Policy Adopted: April 5, 1995

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BRISTOL PUBLIC SCHOOLS

Bristol, Connecticut