



Boonah State School
Park St Boonah Q 4310
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Refund Guidelines

School excursions and camps enhance a student's learning by providing opportunities for student to participate in activities, both curriculum related and recreational, outside the normal school routine. All planned excursions are approved by the Principal and endorsed by the P&C.

State schools are able to charge a fee for:

- An educational service including materials and consumables not defined as instruction, administration and facilities for the education of a student
- An educational service purchased from a provider other than the school where the provider charges the school and
- A specialised education service

A school fee is directed to the purpose for which it is charged.

School fees for extra-curricular activities are calculated on a cost recovery only basis, according to the number of students who have indicated their attendance.

Participation of students in an extra-curricular activity is indicated through payment of the fee and provision of a permission form completed by the parent.

As the school budget cannot meet any shortfalls in funding for an extra-curricular activity due to the subsequent non-participation of a student who had previously indicated attendance of the activity, fees already paid may be refunded in full or in part or not at all, having regard to the associated expenses incurred and the circumstances of the non-participation.

If a parent wishes to apply for a refund due to their child's non-participation in an extra-curricular activity, they may do so by completing a Request for Refund form available at the office. Where possible, the request should include the receipt relating to the payment for which the refund is being sought.

It is preferred that refunds be made as a credit against the student's account at the school, and used to offset any future charges.

Department of Education and Training policy references:

Education (General Provisions) Act 2006

SCM-PR-002: School Excursions

FNM-PR-019: State Education Fees

Principal: Mark Winrow | **Head of Curriculum:** Anne Reardon
Administration Officers: Susan Schubring & Davina Worley