



REFUND

RATIONALE

To continue to balance the school's Excursion Program Budget area.

AIMS

- To maintain a stable budget for Camps, Excursions, Incursions, School Activities etc.
- Having equal receipts and payments made and deducted from this particular budget area.

IMPLEMENTATION

- Where the school is expected to pay a non-refundable deposit for such events, parents will not be entitled to refunds for deposits made by them.
- Where the school has pre-paid any expenses related to the event, parents will not be entitled to a refund.
- Where the child is unable to attend extended excursions, e.g. swimming, for a minimum of 4 days due to illness, they will be required to supply doctor's certificate for their child and consideration will be given to their request for a refund.
- Parents will not be given a refund should their child decide they do not wish to participate.
- Where the school is required to pay 'per head', and this amount is paid after the event, a full refund will be given.
- On the school's major camps a non-refundable deposit is required to secure your child's place. (Each school camp does require a non-refundable deposit to be paid by the school on your child's behalf). Consideration will be given for refunds on remaining amounts paid.
- Any refunds given to parents can be used towards outstanding amounts of school accounts.

EVALUATION

This policy will be reviewed as part of the school's review cycle.