



Aspley State High School – An Independent Public School

We are a disciplined school and approach our learning with a growth mindset. Teachers deliver quality instruction in an orderly environment. Students know that learning is the work and wear their school uniform with pride.

REFUND POLICY

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

All school fees are calculated on a cost recovery only basis, according to the number of students who have indicated their attendance.

Participation of students in any 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 any activity due to the subsequent non-participation of a student who had previously indicated attendance of the activity, fees already paid for an activity 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 activity or for any other reason, they may do so by completing a Request for Refund form available from the school office (or at www.aspleyshs.eq.edu.au). The original parent/guardian that paid for the activity can only make a Request for Refund.

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

If your child leaves Aspley State High School part way through a school year and you would like to request a pro rata refund for the Student Resource Scheme, Government Textbook and Resource Allowance or any other school fees paid, a Request for Refund must be completed and returned to the office. Alternatively, you can email your signed Request for Refund to accounts@aspleyshs.eq.edu.au.

Refunds will only be issued for left students once all textbooks, library books and school property are returned or paid for in full. If the left student or a sibling of the left student owes any monies to the school, any refund applicable will first be applied to the debt.

If you have paid for a school excursion, subject fee or any curriculum activity and a decision is made to no longer participate in the program or the activity is credited and you have already paid, a Request for Refund form must be completed and emailed to accounts@aspleyshs.eq.edu.au. Each request will be evaluated on an individual basis to determine if any refund is applicable. If the student (or siblings of the student) owes any monies to the school, any refund applicable will first be applied to the debt.

Should you require further explanation on Aspley State High School's Refund Policy please contact the Business Manager on 3863 9222 or email bsm@aspleyshs.eq.edu.au.