

PAYMENT AND REFUND POLICY

PAYMENT POLICY

Payment of school accounts

Payments can be made by QParent/BPOINT, BPAY, EFTPOS (Credit/Debit Card), Cheque, Cash, Centrepay.

- Payment may be made through the QParents portal using a credit card. Payment will be directed from the QParents portal to BPOINT where relevant outstanding invoice information may be selected.
- When paying by BPOINT, please use the Customer Reference Number (CRN) and invoice number as printed on the invoice received from the school. If unsure of the CRN, please contact the school.
- Centrepay Deductions are available to pay the SRS fees. Use Centrepay to make regular deductions from your Centrelink payment. Centrepay is a voluntary and easy payment option available to Centrelink customers.

Go to [Centrelink Information](#)

for more information on how to set up your Centrepay deductions.

Payment Arrangements

Several payment options including a single payment for the full year's fee or term instalments are available.

An instalment plan can also be negotiated with the school.

Any unpaid invoices, will be managed according to the department's Debt Management Procedure and may result in the student being excluded from the scheme and/or from participating in non-curricular activities until payment is made [Debt Management](#)

Financial Hardship

Parents experiencing financial hardship who are currently participating or wish to participate in the SRS should contact the school to discuss available options in confidence.

Non-Curriculum Activities

As advised previously on our web site, in our school newsletter and in correspondence to families, students may not be invited to participate in any non-curriculum activities including the senior formal, end of year experience days, or the purchase of the senior jersey, if they have outstanding school fees.

For Parents in Dispute over the payment of their child's school activity fees

In accordance with Qld Government Policy – Family law matters affecting state schools - Schools should not enter into part payment or 50/50 invoicing arrangements. It is a matter for the parents to determine who pays the invoiced fees. If there is a payment arrangement between the parents that has not been adhered to, that is a matter for the parents to resolve between themselves. If the fees are not paid in full (eg the school receives only part payment from one parent) then the child should not be allowed to participate in the activity.

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REFUND POLICY

Student Resource Scheme Refund Policy

Students who exit the school during the year, will receive a pro-rata refund of the Textbook Resource Allowance, any Student Resource Scheme fees or additional subject fees paid, based on a 40 week year. Refunds may be affected by the non-return of resources to the school, any unpaid fees or damage to resources used by students under the Student Resource Scheme.

Excursions General

Refunds for excursions will vary depending on separate funding arrangements and include details contained below for specific excursions/travel. Notwithstanding the following details refunds in general for excursions, may not be available unless the school is advised seven (7) days prior to the excursion occurring and no unrecoverable monies have been expended on behalf of the student by the school. Considerations may be made under extenuating circumstances as approved by the Principal.

School Camps / Interstate / Intrastate Travel

Refunds for camps, Interstate and intrastate travel will vary depending on the separate funding arrangements. In general refunds for excursions may not be available unless the school is advised at least seven (7) days prior to the excursion occurring and no monies have been expended on behalf of the student that cannot be recouped by the school. See notes below* ** Considerations may be made for extenuating circumstances as approved by the Principal.

International Travel

See the special conditions as outlined in the travel documentation provided by the school.

School Day excursions

School day excursions are non-refundable unless there are extenuating circumstances approved by the Principal.

- * Airline travel tickets are non-refundable
- ** Bus transportation costs may not be refundable.

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