Refund Guidelines

Refund Guidelines for Northern Region School Sport (NRSS)

At NRSS, we are committed to providing a safe and supportive learning environment for students, staff and volunteers. This commitment includes the health and safety of staff and students when conducting curriculum activities in a school or in other locations.

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 activities are approved by the Regional Director and the NRSS Board.

NRSS is able to charge a levy for:

• An educational service including materials and consumables not defined as instruction, administration and facilities for the education of the student;

• An education service purchased from a provider other than the NRSS where the provider charges the NRSS; and

• A specialised educational program.

A levy is directed to the purpose for which it is charged.

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

Participation of students in a representative team is indicated through payment of the individual levy and provision of a permission form completed by the parent/carer.

As the NRSS cannot meet any shortfalls in funding for an activity due to the subsequent non-participation of a student who had previously indicated attendance of the activity, fees already paid for an excursion 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/carer wishes to apply for a refund due to their child’s non-participation in an activity, they may do so by completing a Request for Refund form available from the NRSS office. Where possible, the request should include the receipt relating to the payment for which a refund is being sought.

It is preferred that refunds be made as a credit against the student’s account at the school and used for any cost in the future.

Department of Education and Training policy references:

Education (General Provisions) Act 2006
PPR - School Excursions
PPR - State Education Fees