

An aerial photograph of the Pacific Pines State High School campus, showing various school buildings, a sports field, and surrounding residential areas. The image is framed by large, stylized geometric shapes in maroon, dark green, and navy blue. The school's name 'PACIFIC PINES' is visible on a building and a sign near the sports field.

# Pacific Pines State High School Refund Policy

Version 1 | Version Effective: 13/08/2025



**PACIFIC PINES STATE HIGH**  
INSPIRING EXCELLENCE TO EMPOWER SUCCESS



# PACIFIC PINES STATE HIGH

## INSPIRING EXCELLENCE TO EMPOWER SUCCESS

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# PACIFIC PINES STATE HIGH

## INSPIRING EXCELLENCE TO EMPOWER SUCCESS

### Refund Guidelines

Pacific Pines State High School is committed to providing a safe and supportive learning environment for students, staff and volunteers.

Under the [Education \(General Provisions\) Act 2006](#) state schools can charge fees for some services to enhance student's learning experiences. A school fee for each service is calculated on a cost recovery only basis.

The Department of Education receive appropriation funding to deliver services on behalf of the Queensland Government and cannot charge for products or services for which it receives government funding. There are, however, some value-added services that the department offers for which it may charge users a fee. These can be administered locally, whereby business units can set and administer the fees themselves (within departmental policy parameters) or centrally, whereby a central business area determines the fees and how they are administered.

Schools - Locally administered fees and charges may include:

- Enrolment fees for students living outside a school's catchment area, where the school has an approved Enrolment Management Plan in place
- Recovery of costs for services that do not constitute instruction, facilities, or administration, such as:
  - Resources provided to state school students within Student Resource Schemes
  - Extra-curricular activities, for example CoE programs
  - Excursions, camps, performances, graduations, formals, and other events etc
- Hire fees for use of departmental facilities and equipment (other than for curriculum purposes)
- Charges for commercial activities, such as tuckshops, uniforms shops, Outside School Hours Care services.  
<http://ppr.det.qld.gov.au/corp/finance/services/Procedure%20Attachments/user-charging/user-charging.pdf>

### Activities/Excursions and Camps (referred to as Activities below):

- School activities and excursions are aimed to enhance student learning by providing opportunities for the student to participate in activities, both curriculum related and recreational, outside of the normal school routine. The Principal approves all activities. Fees for all activities are calculated on a cost recovery only basis, according to the number of students who have indicated their attendance in liaison with the program coordinator. Participation of students in an activity is indicated through payment by the due date and provision of a permission slip (consent) completed by the parent/carer.
- As the school budget cannot subsidise or meet any shortfalls in funding activities due to the subsequent non- participation of a student who had previously indicated attendance of the activity. Fees already paid for the activity may be refunded in part/full or not at all, having regard to the relevant terms and conditions in procuring the goods/services relative to the activity, and circumstances of the non-participation. Please note that non-participation due to injury or illness must be accompanied by a medical certificate. Transportation costs are a non-refundable component of any activity. Refund applications are available by emailing [accounts.receivable@pacificpinesshs.eq.edu.au](mailto:accounts.receivable@pacificpinesshs.eq.edu.au) and will be assessed based on the Refund Guidelines. Refunds may not be paid where there are outstanding invoices on the account.





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### Specialised Programs/Centre of Excellence/Certificate Courses:

Fees are non-refundable.

### Legislation

Education (General Provisions) Act 2006 (Qld) Chapter 3

Education (General Provisions) Regulation 2017 (Qld) Schedules 1,2 3 and 5 Financial and

Performance Management Standard 2009 (Qld) Division

4 Information Privacy Act 2009 (Qld) Chapter 2







# PACIFIC PINES STATE HIGH

## INSPIRING EXCELLENCE TO EMPOWER SUCCESS

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