

SWIMMING REFUND POLICY



IF YOU NEED HELP TO UNDERSTAND THE INFORMATION IN THIS POLICY
PLEASE CONTACT THE OFFICE ADMINISTRATION STAFF FOR INTERPRETER
ARRANGEMENTS.

As some of the costs for the swimming program are fixed eg Bus, we are unable to refund individual days, unless prior notification is given if going on extended holidays.

1. If the student is unable to attend 4 for more consecutive days due to illness a refund of the variable costs (eg. Pool) and if possible the whole relevant pro rata proportion cost. For instance, say the cost of swimming is \$150.00 divided by 10 days - \$15.00 per day may be requested. Once the costs of the swimming have been reconciled, refunds may only be based on the variable cost. If there is enough surplus, the fixed cost (eg. Buses) may also be reimbursed.
2. A medical certificate indicating the days of swimming missed, is advisable.
3. If prior notification is given that a student will be away and will only attend a proportion of the swimming, then payment for the pro rata days will be accepted.
4. Each request for reimbursement is to be approved by the Principal.

Policy review and approval

Policy last reviewed	July 2nd 2025
Consultation	Community Consultation in Newsletter on 23rd June 2025
Approved by	School Council (on agenda for July 13th 2025) Principal
Next scheduled review date	July 2027

Date ratified by School
Council: 15 th March 2023

Draft