

# FUND RAISING

## POLICY

### Rationale:

- Fundraising contributes to the school's ability to provide a diverse range of quality programs.

### Aims:

- To raise sufficient funds to achieve the educational goals of the school.

### Implementation:

- School Council may raise funds for school purposes by conducting local efforts or amusements.
- All fund raising events must have appropriate internal control mechanisms, and must have a specific purpose so that contributors understand the purpose of the activity.
- School Council will have a Fund Raising sub-committee with a core responsibility of conducting fund raising activities such as the fete, and a Finance sub-committee which will have responsibilities including providing advice and recommendations to school council in relation to voluntary contributions, sponsorships and donations.
- All fund raising proposals must have prior approval of the School Council.
- School Council will seek voluntary contributions from parents in accordance with departmental requirements and expectations.
- School Council has the potential to hire school facilities to outside bodies when the facilities are not required for school purposes and also have the responsibility to establish the terms and conditions of use. Such agreements may have insurance implications.
- Any fund-raising directly related to the leasing of promotional space on fences, buildings or land is subject to approval from the Department of Education prior to entering into any agreements.
- Appropriate sponsorships will be sought from industry and commerce so long as they benefit the school, have educational value, and do not involve associations with undesirable products, services or companies such as alcohol or tobacco products.
- Any fund raising involving raffles or bingo must be undertaken with the permission and under the instructions of the Victorian Commission for Gambling Registration.
- All fundraising activities will be identified as such, and will only involve voluntary participation.
- All profits (and losses) associated with fundraising activities will be reported to the wider community.
- All transactions related to fundraising activities will be reported to School Council.

### Evaluation:

- This policy will be reviewed regularly as part of the school's three-year review cycle.

This policy was last ratified by School Council on....

**February 2019**