

## FUNDRAISING POLICY

### **RATIONALE:**

Fundraising supports the school's ability to provide a diverse range of quality programs and resources.

### **AIMS:**

To raise additional funds to supplement our programs and resources.

### **IMPLEMENTATION:**

- In accordance with Section 2.3.5 of the *Education and Training Reform Act 2006*, a school council may raise funds for school related purposes
- All fundraising events must have appropriate internal control mechanisms, and a purpose for the fundraising activity. Monies will be expended in consultation with the School Council in a timely manner
- School Council will have a Community Links subcommittee that will have the responsibility of conducting fundraising activities, and a Finance subcommittee which will have responsibilities including providing advice and recommendations to School Council in relation to voluntary contributions, sponsorships and donations
- All fundraising proposals must have prior approval from the School Council. Prior to monies raised, the proposed project should be identified and have an approximate costing where appropriate
- 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 fundraising directly related to the leasing of promotional space on fences, buildings or land is subject to approval from the Principal and School Council 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
- Any fundraising involving raffles or bingo must be undertaken with the permission and under the instructions of the Raffles & Bingo Permits Board
- All fundraising activities will be voluntary
- 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
- Junior School Council may have one fundraiser per term. Funds from these must go to either an established charitable organisation or to a school project to provide resources for the students

**EVALUATION:** This policy shall be reviewed as part of the ongoing policy and process review.

### **REFERENCES:**

1. Parent Payments in Victorian Government Schools Policy  
[http://www.eduweb.vic.gov.au/edulibrary/public/schacc/parent\\_payments\\_policy\\_2008-pol-v1.00.pdf](http://www.eduweb.vic.gov.au/edulibrary/public/schacc/parent_payments_policy_2008-pol-v1.00.pdf)
2. DET School Generated Funding Policy  
<http://www.education.vic.gov.au/school/principals/spag/finance/Pages/generatedfunding.aspx>
3. Education And Training Reform Act 2006