

FUNDRAISING POLICY

1. Rationale:

1.1 The Fundraising Committee has been established by School Council to raise extra funds for the school. It will assist in purchasing equipment and maintaining facilities in order for students to have resources and a pleasing environment that will enhance educational outcomes.

2. Aims:

2.1 To promote community spirit and further develop a sense of pride and ownership within the school community.

2.2 To maintain facilities and raise funds for resources.

3. Implementation:

3.1 The Education Regulations prescribe matters to do with financial arrangements.

3.2 The Fundraising Committee must ensure that the raising of funds and the expenditure of funds raised is made with the approval of the School Council and complies with Part 9 (Regulation 40) of the Education Regulations.

Part 9 of the Education Regulations:

- makes clear that the permission of School Council must first be obtained before members of the school community undertake money raising activities
- prevents a School Council rejecting a money raising proposal until it has considered a recommendation by a committee set up for the purpose
- the committee must consist of the president of the School Council (or nominee), who must be the chairperson, the business manager and the Principal.

3.3 Education Regulation 44 requires that all funds raised for a school by money raising activities must be held in trust by:

- the School Council
- funds held must be expended in the manner determined by the School Council, after discussion with the Fundraising Committee, as being the most desirable in the interests of the school.

3.3 Monies raised by the Fundraising Committee will be held in trust through a discrete program of the School Council official account on CASES.

3.4 Reimbursement for approved expenses (incurred with prior authorisation of a general meeting of the Fundraising Committee) will be in accordance with the details of the DEECD's internal control procedures.

3.5 The Fundraising Committee will meet early in term 4 of the school year to timetable the fundraising calendar for the following year. This information will be taken to School Council for approval at the November meeting.

3.6 The community will be informed of fundraising events at least two weeks prior to the event.

- 3.7 The Fundraising Committee will be supported by the inclusion of the Classroom Representatives and interested parents.
- 3.8 All parents will have the opportunity, through the newsletter, to add to the school's 'wish list', to help determine where fundraising funds will be spent.

4. Evaluation:

- 4.1 This policy will be reviewed annually as part of the school's three-year review cycle. Ratified by School Council on 25th August 2014.