FUNDRAISING POLICY

Help for non-English speakers

If you need help to understand the information in this policy please contact the school office.

PURPOSE

To provide parents/carers and other members of our school community with an overview of Auburn South Primary School's approach to fundraising.

POLICY

Fundraising is an important way for Auburn South Primary School to raise money so that it can deliver additional learning opportunities, programs for students and improve school amenities over and above Government funding.

School staff, members of the school community, students or the Parents' Association (PA) may want to undertake fundraising activities for Auburn South Primary School.

Auburn South Primary School encourages all members of our school community to be involved in fundraising initiatives and the School Council welcomes all proposals for fundraising.

Fundraising is a function of the School Council and Council must approve all school-related fundraising events or activities on behalf of our school.

At the beginning of each school year, the School Council will approve any school-related fundraising events or activities for the upcoming year. If it is necessary during the year, the School Council may approve additional fundraising events or activities. Larger school improvement projects may require multiple fundraising events to achieve the cost goal.

In general all fundraising activities at Auburn South Primary School should be coordinated through the PA. After the activity is complete, the person/s responsible should also report to the Parents Association or School Council regarding the outcome.

When possible, any fundraising activity should be directed towards achieving a particular outcome (e.g. the purchase of a particular piece of new equipment).

In deciding whether or not to approve particular fundraising events or activities, the school council will act in accordance with legal requirements, any relevant Department of Education and Training policy or guideline, and the Department's *Finance Manual for Victorian Government Schools*.

All money raised through fundraising (with the exception of "Fundraising for Charitable Causes" see below), unless legally otherwise provided for, will be held on trust by the school council for the general or particular purpose for which it was raised.

Fundraising for Charitable Causes

Auburn South Primary School students and staff, through the Principal or Assistant Principals, may also decide to fundraise for charitable causes external to the school. In deciding whether or not to fundraise for a particular charitable cause, the following will be considered:

- whether the methods used to raise funds for any specific charitable appeal are appropriate (i.e. connection to student learning, school values, relevance to current world issues)
- To ensure transparency, organisers will seek written advice from organisations promoting fundraising activities on the percentage of funds raised that are directed to the named charity.

RELATED POLICIES AND RESOURCES

- The Department's Policy and Advisory Library: Fundraising Activities (including fetes)
- Finance Manual — Financial Management for Schools
- Fundraising Act 1998

PROCEDURE REVIEW AND APPROVAL

Procedures last reviewed	August 2024
Approved by	School Council
Next scheduled review date	August 2028