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

Aims:
- To supplement “Government Provided” funds to the school to enrich curriculum programs and resources, improve student welfare, facilities, community relations and the school environment.

Implementation:
- School Council will have a Fundraising and PR sub-committee with a core responsibility of conducting fundraising activities to raise money for the school. Events will be decided by School Council on an annual basis.
- All fundraising proposals will be presented to School Council for approval prior to the event taking place with the exception of those related to Junior School Council which the Principal will approve and oversee.
- All fundraising events must have appropriate internal control mechanisms and be compliant with DET Financial Management Guidelines.
- Fundraising monies will be allocated on the basis of priorities identified by School Council in consultation with staff and the school community and must have a specific purpose so that contributors understand the purpose of the activity. However, the ultimate decision remains with School Council.
- Areas for the disbursement of funds, will include, but not be limited to:
  - Improvement of school grounds
  - Teaching and learning resources, training, professional development and programs
  - Community and Grounds sub Committee
- Funds will only be approved for spending in the year following the actual fundraising eg: funds raised in 2015 cannot be spent until 2016.
- Up to $2000 will be available annually for staff to utilise for improving teaching and learning through the purchase of resources, training or the provision of specific programs. Staff will be required to present to Council a written proposal outlining the amount required, an implementation plan and a process for evaluating outcomes. Council will allocate funds at the beginning of each year, based on the submitted proposals. Any funds not spent will be held until the end of the year for ad hoc allocation, however, if not allocated by the end of the school year funds will be returned to the main fundraising account.
- Up to $500 will be allocated annually to the community and grounds sub-committee for the running of school community events such as BBQ’s at working bees, parent coffee mornings etc.
- Management and Resources sub-committee will have responsibilities including providing advice and recommendations to school council in relation to fundraising events.
- 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. Funds from such hire agreements may be directed to the fundraising sub program.
- Any fundraising 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.
• Any fundraising involving major raffles or bingo must be undertaken with the permission and under the instructions of the Raffles & Bingo Permits Board.
• 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 via the school Newsletter and School Council meetings.
• 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 in.... July 2015