

FUNDRAISING POLICY

PHILOSOPHY

At Mount Waverley North Primary School, fundraising is an important way for our school to raise money so that it can deliver additional resources, learning opportunities and/or programs for students, or contribute to the maintenance or improvement of school facilities and amenities.

PURPOSE

- To provide parents/carers and other members of our school community with an overview of Mount Waverley North Primary School's approach to fundraising.

IMPLEMENTATION

- School staff, members of the school community or the Parents and Friends Association (PFA) may want to undertake fundraising activities at/for Mount Waverley North Primary School.
- Mount Waverley North Primary School encourages all members of our school community to be involved in fundraising initiatives and school council welcomes all proposals for fundraising.
- Fundraising is a function of the school council and council must approve all fundraising events or activities on behalf of our school.
- At the beginning of each school year, the school council will approve any 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.
- 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 guidelines, and the Department's *Finance Manual for Victorian Government Schools*.
- All money raised through fundraising, unless legally otherwise provided for, will be held in trust by the school council for the general or particular purpose for which it was raised.

Fundraising for Charitable Causes

Mount Waverley North Primary School, through the school council, may also decide to fundraise for charitable causes. In deciding whether or not to fundraise for a particular charitable cause, school council may:

Policy Approved by:	Education Committee – School Council
Effective Date:	June 2018
Review by Date:	November 2022

-
- Consider whether the methods used to raise funds for any specific charitable appeal are appropriate
 - Seek written advice from organisations promoting fundraising activities on the percentage of funds raised that are directed to the named charity

EVALUATION

This policy will be reviewed in line with the school's Evaluation of Policies Timetable.

FURTHER INFORMATION AND RESOURCES

- School Policy and Advisory Guide: School Generated Funding
- Finance Manual for Victorian Government Schools
- Fundraising Act 1998
- School Financial Guidelines
 - *Internal Controls for Victorian Government Schools*
 - *Cash handling Resources*

Policy Approved by:	Education Committee – School Council
Effective Date:	June 2018
Review by Date:	November 2022