

	Carlton Gardens Primary School FUNDRAISING	Authorisation 2015 Review 2018
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Purpose:

- To contribute to the school's ability to provide a diverse range of quality programs through fundraising.

Aims:

- To raise sufficient funds to achieve the educational goals of the school.
- To raise sufficient funds to enable the school to support families in need, to ensure everyone has equal opportunity to attend camps and excursions.

Implementation:

- In accordance with Regulation 8.19 of the Education Regulations 1988, a school council may raise funds for school purposes by conducting local efforts or amusements.
- All fund raising events must have appropriate internal control mechanisms, and must have a specific purpose, so that contributors understand the reason for the activity.
- School Council will have a Parents and Friends Association subcommittee with a core responsibility of conducting fundraising activities such as the fete, and a Finance subcommittee, which will have responsibilities including providing advice and recommendations to School Council in relation to the compulsory contributions, sponsorships and donations.
- School Council will seek voluntary contributions from parents in accordance with departmental requirements and expectations.
- School Council has the potential to hire school facilities by outside bodies when the facilities are not required for school purposes and also have the responsibility to establish the terms and conditions of use.
- Any fundraising directly related to the leasing of promotional space on fences, buildings or land is subject to approval from the Manager, Property Unit prior to entering into any agreements.
- Appropriate sponsorships will be sought from appropriate businesses and commerce as long as they benefit the school, have educational value, and do not involve associations with undesirable products, services or companies such as gambling, alcohol or tobacco products.
- 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 identified as such, and will only involve voluntary participation.
- 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.

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 *December 2015*