



Help for non-English speakers

If you need help to understand the information in this policy please contact the school on 03 9534 3993

PURPOSE

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

POLICY

Fundraising is an important way for St Kilda Primary School to raise money so that it can provide additional resources and programs for students, improve school amenities and support the welfare of all students and their families

School staff, members of the school community may want to undertake fundraising activities for St Kilda Primary School.

St Kilda 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 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.

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 for the school through fundraising, 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

St Kilda Primary School may also decide to fundraise for charitable causes external to the school. In these cases, the Principal is responsible for approving the fundraising activity.

In deciding whether or not to fundraise for a particular charitable cause, the Principal may:

- 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

FURTHER INFORMATION AND RESOURCES

This policy should be read in conjunction with the following Department policies and guidelines:

- [Excursions](#)
- [Camps, Sports and Excursions Fund](#)

The following school policies are also relevant to this Camps and Excursions Policy:

- Statement of Values and School Philosophy
- Student Wellbeing and Engagement Policy
- Volunteer Policy
- Duty of Care Policy
- Inclusion and Diversity Policy
- Parent Payment Policy

POLICY REVIEW AND APPROVAL

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| Policy last reviewed | August 2021 |
| Approved by | School Council |
| Next scheduled review date | August 2025 |