



FUNDRAISING POLICY 2019

Rationale:

- Fundraising contributes to the school's ability to provide a diverse range of quality programs and resources.

Aims:

- To raise sufficient funds to support the educational goals of the school.

Implementation:

- All fund raising events must meet appropriate internal control procedures and have a specific purpose, to be documented on the 'Event Notification Form' (attached).
- School Council will have a Fund Raising sub-committee with a core responsibility of conducting fund raising activities.
- The Finance sub-committee will have responsibilities for the finances of the Fund Raising sub-committee including providing advice and recommendations to School Council in relation to such fund raising.
- Any fund raising involving raffles or bingo must be undertaken with the permission and under the instructions of the Victorian Commission for Gambling Regulations.
- 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 through School Council.
- All transactions related to fundraising activities will be reported to School Council.

Evaluation:

This policy will be reviewed as part of the school's three-year review process.
This policy was ratified by School Council 26/02/2019
The policy will be next reviewed 2020



FUNDRAISING POLICY 2019

GLENROY WEST PRIMARY SCHOOL FUNDRAISING EVENT

Name of Event: _____

Date of Event: _____

Funds raised to be used for: _____

Teacher Responsible: _____

Principal Approval: _____

School Council advised – Date: _____

Total Funds Raised: _____

(To be inserted once event finalised)

CODES: 74101/ _____

Subprogram No.

Subprogram Name

Amount: \$ _____

GST Applicable (Revenue): GO4 (Input Taxed) G01 G03 **NS6**

Date Entered: _____ Operator: _____