



FUNDRAISING POLICY

Basic Beliefs

Local fundraising is an important aspect of school operations at Berwick Lodge Primary School as it provides for the continuous improvement of the school's resources and facilities has, in order to provide the best possible educational opportunities for all our students.

Also, we believe that fundraising activities provides opportunities to unite the school community in a common purpose and promote camaraderie and teamwork.

Goals

- To raise a high level of local funds through a variety of well planned fundraising activities, for the educational benefits of all students.
- To provide all members of the school community with opportunities to be proactive in the raising of funds for our children's educational benefit.

Guidelines

- The fundraising calendar should be fully planned before the new year. The Parents & Friends Association (PFA) should commence this process towards the end of Term 3. Included in the plans should be details on specific events for each Term, and how the money is expected to be raised.
- The fundraising program as developed by the PFA must be approved by School Council prior to its implementation.
- The fundraising program should be flexible so changes can be made to ensure targets are met. This could include changes of dates and types of fundraising events offered
- The PFA will be responsible for the publication of information in respect of all fundraising activities, to the total school community. This would include details of dates being published in the School Calendar and updates on events and achievements through newsletters on a regular basis.
- All funds raised in a calendar year will be expended during the following calendar year.
- The PFA, in consultation with the school leadership and staff, will determine how the funds raised are to be expended and make recommendations to School Council for approval.

Responsibility for Implementation

The Management Sub Committee will be responsible for the implementation and continuous monitoring of the policy.

Date Passed by School Council

The Fundraising Policy was passed by School Council on 6th August, 2012.

Proposed Date of Review

The Management Sub Committee will be responsible for coordinating and planning the review of the Fundraising Policy, under the auspices of School Council. The review period will be three years from the policy being passed by School Council.