



PURPOSE

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

POLICY

Fundraising is an important way for Healesville Primary School to raise money so that it can help to deliver additional learning opportunities, programs for students and improve school amenities.

School staff, school members and members of the Parents and Community Helpers group (PACH) may want to undertake fundraising activities for Healesville Primary School.

Healesville 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 guideline, and the Department's *Finance Manual for Victorian Government Schools*.

All money raised 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

Healesville 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:

- 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

- the Department's Policy and Advisory Library: [Fundraising Activities \(including fetes\)](#)
- [Finance Manual — Financial Management for Schools](#)
- [Fundraising Act 1998](#)

COMMUNICATION

This policy will be communicated to our school community publicly on our school's website.

REVIEW CYCLE

This policy was approved by school council and the school Principal in March 2021 and is scheduled for review in March 2022.