

Policy: Fundraising Activities (Including Fetes)

Policy Information

Policy Number:	HAL-XYZ-167
Current Version:	1.0
Policy Category:	Business Operations
Scope:	School Programs
PAL Link:	https://www2.education.vic.gov.au/pal/fundraising-activities-including-fetes/policy

Revision History & Ratification

This policy needs to be reviewed by College Council annually or as required and ratified at the College Council meetings when changes are necessary. This policy will be published on the school's website for parents and students and will be distributed to staff via Compass.

Revision Date:	Council Ratification Date:	Summary of Changes	Prepared/Approved By:
10/11/2021 – V1.0	Approved by College Council 15/11/2021	Update and checked against the Policy and Advisory Library (PAL)	Jason Patten

Purpose

To provide College students, their families and other members of our school community with an overview of Hallam Senior College's approach to fundraising.

Policy

- Fundraising is an important way for Hallam Senior College to raise money to supplement and support government provided funding. School staff may wish to undertake fundraising activities for Hallam Senior College. We encourage 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.
- If necessary, permission and registrations from other governing bodies will be sought.
- 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 as they may arise.

- In deciding whether or not to approve particular fundraising events or activities, the school council will act in accordance with legal requirements, any relevant DET 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

Hallam Senior College, 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

School Policy and Advisory Guide: [School Generated Funding](#)

[Finance Manual for Victorian Government Schools](#)

[Fundraising Act 1998](#)

[School Financial Guidelines](#)