



1050 Wangaratta-Whitfield Road
OXLEY VIC 3678
Phone: 03 5727 3312
Email: oxley.ps@education.vic.gov.au

FUNDRAISING POLICY

PURPOSE:

The purpose of this policy is to provide parents/carers and other members of our school community with an overview of Oxley Primary School's approach to fundraising.

POLICY:

Fundraising is an important way for Oxley Primary School to raise money so that it can provide additional learning opportunities for students, improve school amenities, and keep the costs of optional school items down (eg. Grade 6 shirts).

School staff and members of the school community may want to undertake fundraising activities for Oxley Primary School.

Oxley 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

Oxley 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



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FURTHER INFORMATION AND RESOURCES

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

REVIEW CYCLE:

REVIEW DATE	August, 2020
APPROVED AT SCHOOL COUNCIL	20/08/2020
NEXT REVIEW DATE	August, 2021