



DANDENONG HIGH SCHOOL FUNDRAISING POLICY

Preamble

- Fundraising contributes to the school's ability to provide a diverse range of quality programs which will enhance student learning outcomes and their educational opportunities.

Purpose

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

Implementation Steps

- School Council will have a Finance Sub Committee which will have responsibilities including providing advice and recommendations to School Council in relation to voluntary contributions, sponsorships, promotion and donations.
- School Council will seek voluntary contributions and levies from parents in accordance with DET requirements and expectations.
- Fundraising is a function of the school council and council must approve all fundraising events or activities on behalf of our school.
- Dandenong High School encourages all members of our school community to be involved in fundraising initiatives and school council welcomes all proposals for fundraising
- School Council will hire school facilities by outside bodies when the facilities are not required for school purposes and also have the responsibility to establish the terms and conditions of use.
- All fundraising events must have appropriate internal control mechanisms and must have a specific purpose so that contributions understand the purpose of the activity.
- Any fundraising involving raffles or bingo must be undertaken with the permission and under the instructions of the Raffles and Bingo Permits Board.
- Appropriate sponsorship will be sought from industry and commerce so long as they benefit the school, have educational value and student worth, and do not involve associations with undesirable products, services or companies such as alcohol or tobacco products.

- 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 transactions related to fundraising activities will be reported to School Council.

Fundraising for Charitable Causes

- Dandenong High 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

Evaluation: This policy will be reviewed as part of the school's three year review cycle

School Council Endorsement Date: 16th May 2023