

GREATER SHEPPARTON SECODNARY COLLEGE

FUNDRAISING POLICY

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| Approval Date: | June 2019 | Approved by: | School Council |
| Review Cycle: | Three (3) years | Next Review Date: | June 2022 |
| Responsible for Review: | *School Council | Initial Endorsement Date: | June 2019 |

*School Council Endorsement Required

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| *School Council Endorsement Date; | | | |
| McGuire SC: | 20.06.2019 | Mooroopna SC: | 26.06.2019 |
| Shepparton HS: | 19.06.2019 | Wanganui Park SC: | 19.06.2019 |

PURPOSE

To provide parents/carers and other members of our school community with an overview of Greater Shepparton Secondary College approach to fundraising.

POLICY

Fundraising is an important way for Greater Shepparton Secondary College to raise money so that it can deliver additional learning opportunities, programs for students, improve school amenities.

School staff or members of the school community may want to undertake fundraising activities for Greater Shepparton Secondary College.

Greater Shepparton Secondary College 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. Fundraising activities will be treated as Input taxed for GST purposes. Each event to be approved as such by School Council.

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

Greater Shepparton Secondary 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](#)
 - *Internal Controls for Victorian Government Schools*
 - *Cash handling Resources*
 - Cash Handling Best Practice Controls
 - Cash Handling Authorised Form Fundraising Collection
 - Cash Handling Authorised Form Ticket Sales Not at Office
 - Cash Handling Authorised Form