

**Help for non-English speakers**

If you need help to understand the information in this policy please contact 9435 1285.

**Purpose**

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

**Implementation**

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

School staff, members of the school community or the Student Representative Council may want to undertake fundraising activities for Watsonia North Primary School.

Watsonia North Primary School encourages all members of our school community to be involved in fundraising initiatives and the School Council welcomes all proposals for fundraising.

Fundraising is a function of the School Council and Council must approve all school-related fundraising events or activities on behalf of our school.

At the beginning of each school year, the School Council will approve any school-related 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 for the school through fundraising, unless legally otherwise provided for, will be held in trust by the School Council for the general or particular purpose for which it was raised.

**Fundraising for Charitable Causes**

Watsonia North Primary School may also decide to fundraise for charitable causes external to the school. In these cases, the Principal is responsible for approving the fundraising activity.

In deciding whether or not to fundraise for a particular charitable cause, the Principal 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 of School Policies

All Watsonia North Primary School Policies are communicated to the general public and school community via the school website.

[Policies - Watsonia North Primary School \(wats-north.vic.edu.au\)](https://wats-north.vic.edu.au)

School Operational and Curriculum Policies are available in classrooms, office spaces and communal areas for convenient access.

## Evaluation and Review

Evaluation of the *WNPS Fundraising Policy* will occur every four years as stipulated in the *Watsonia North PS Policy Review Cycle* document.

This policy was updated and approved by Watsonia North Primary School's Acting Principal in September 2022, and is scheduled for review in 2026.

<b>Policy last reviewed</b>	<b>2 September 2022</b>
<b>Approved by</b>	<b>Acting Principal</b>
<b>Next scheduled review date</b>	<b>September 2026</b>