 <p>Belmont High School 'Strive for the Highest' www.bhs.vic.edu.au</p>	<h1>Fundraising Policy</h1>	
<p>Policy Status: Final</p>	<p>Document Owner: Business Manager</p>	<p>Authorised by: BHS School Council</p>
<p>Date of issue: 26/11/2024</p>	<p>Review Date: November 2025</p>	<p>Version 1</p>

PURPOSE

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

POLICY

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

School staff, members of the school community or the Parents' Association may want to undertake fundraising activities for Belmont High School.

Belmont High School encourages all members of our school community to be involved in fundraising initiatives and School Council welcomes all proposals for fundraising, whether it to be raising funds for the school or for charity organisations to enhance students learning outcomes.

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

Belmont High 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

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included in staff induction processes and staff training
- Distributed and email reminders sent to staff
- Reminders in our school newsletter
- Hard copy available from school administration upon request



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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 AND AUTHORISATION

This policy was ratified by School Council and was last updated on 26/11/2024 and is scheduled for review in November 2025.

Signed:  (School Council President)

Signed:  (School Council Executive Officer)