

## FUNDRAISING POLICY

### Purpose

The following policy aims to provide a framework for Damascus College to ensure a consistent approach is taken to fundraising activities, appropriate to the Vision and Mission of the College.

### Scope

The policy applies to all members of the College community who request to undertake fundraising under the auspices of Damascus College.

### Definitions

A fundraising activity is defined as an organised activity to raise money or pledges.

Fundraising activities may take the following forms:

- Fundraising by the College for charitable organisations which will;
  - raise awareness about the charitable organisation and the nature of its work;
  - have a plan for action with a 'whole school' focus, that can involve all students at the College and the wider College community; and
  - be consistent with the Social Justice policy of the College.
- Fundraising by the College for internal purposes where the College or groups within the College are the beneficiaries;
  - the College may allow fundraising events to support the needs of the College and activities of existing groups;
  - the proposed events must have a clearly defined purpose;
  - fundraising by individuals to support the initiatives of other organisations;
  - the College may grant permission for members of the College community to fundraise on behalf of other organisations; and
  - fundraising by individuals to support personal initiatives.

### Policy Statement

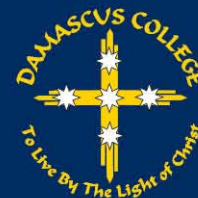
It is Damascus College's policy to have a consistent process for the consideration of all fundraising activities. All fundraising activities must be approved by the College's Leadership Team with the ultimate decision being at the discretion of the Principal.

Usually priority will be given to fundraising for internal purposes or charitable organisations consistent with the College mission and policies.

### Consequences

The consequences of this policy are that Damascus College will:

- maintain a process for decisions regarding fundraising;
- maintain a calendar of fundraising events;
- allocate a key staff member to support each fundraising event; and
- ensure that all funds raised are fully accounted for and allocated to the intended purpose.



### **Responsibilities**

The Principal and the Leadership Team have overall authority for the implementation of this policy.

### **Legislative Context**

Food Safety Regulations

Liquor Licensing Regulations

Gambling Regulation Act 2003

### **Associated Documents**

Social Justice Documents