

## FUNDRAISING POLICY

### Purpose

The policy aims to ensure that Damascus College, as a Christ-centred learning community, encourages members of the College community to participate in fundraising activities that benefit others. It aims to provide a framework for the College to ensure a consistent and transparent approach is taken to fundraising activities, appropriate to the vision of the College.

### Scope

The policy applies to all members of the College community who participate in fundraising activities.

### Definitions

A **fundraising activity** is defined as an organised activity to raise money or pledges. This includes, but not limited to; events, raffles, appeals, sponsorship, donations, crowdfunding, etc.

**'Whole school' focus** is defined as any fundraising that targets the whole school.

A **charitable organisation** is defined as any organisation or institution engaged in non-profit assistance.

### 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.

Priority will be afforded to fundraising for internal purposes or charitable organisations consistent with the College vision and policies.

Fundraising activities may take the following forms:

- fundraising by the College for charitable organisations;
- fundraising by the College for internal purposes where the College or groups within the College are the beneficiaries ; and
- fundraising by individuals to support personal initiatives that are mutually beneficial and consistent with the College vision and policies.

### Responsibilities

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

### 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.

### **Legislative Context**

Food Safety Regulations

Liquor Licensing Regulations

Gambling Regulation Act 2003

### **Associated Documents**

Damascus College Vision Statement

Damascus College Strategic Directions 2016-2020

Damascus College Social Justice Policy

Damascus College Volunteer Policy

Damascus College Child Safe Policy