

Shene School

Fundraising and Promotion Policy



In order for the school to implement teaching and learning strategies, expand the use of ICT and continue to improve its educational programme, additional financial resources are needed. Additional funding comes from a variety of sources including the PTA, parent donations and promotion. This policy has been drawn up to ensure that fundraising objectives are met in an ethical way.

The Governing Body recognises that generating additional revenue in support of programmes can enhance educational services for students and states that: -

- Funds raised should be used to benefit students, enhance the quality and relevance of education for learners and contribute to the development of responsible citizens.
- Fundraising activities must be compatible with the best interests of the students, school staff and community and not interfere with curricular activities.
- The school will promote products or services and fundraise only where it reserves the right to
 - leave the agreement at any time
 - decide against promoting a specific product or service where the school feels it is not compatible with the best interest of the school
 - review the supplier's policy on ethics
- The Governing Body recognises that it would be impossible for them to personally vet every fundraising scheme or organisation. Accordingly, they have delegated the authority to proceed with a fundraising scheme to the Head Teacher or Valerie Wallace, Community Resource Development Director. The Governing body will be kept informed of the school's fundraising activities.

Guidelines

1. Fundraising goals will be developed in advance of the fundraising activity.
2. Participation in fundraising activities is voluntary. No student will be excluded from an event or programme because the parents did not contribute. Pupils not able to participate in fundraising activities will also be able to use the benefits.
3. Decisions on fundraising activities and the use of fundraised money will be made in consultation with the Head Teacher, and where appropriate governors, staff, students, school councils and parents.
4. When it is deemed appropriate by the school, parents will be asked to approve student participation in fundraising activities. Students will not be put at risk by taking part.
5. The School will maintain a record of revenue and expenditures for all school sponsored fundraising projects and will keep on file an appropriate financial statement of each project.
6. An account of the income and expenditure related to school fundraising activities will be sent to the Governing Body annually.