

ST BRENDAN'S COLLEGE

FUNDRAISING POLICY



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1. CONTEXT

St Brendan's College is a Secondary Catholic College for boys formed in the tradition of Edmund Rice. This policy recognises fundraising as a legitimate activity, undertaken at the College and based on the values inherent in the Charter for Catholic schools in the Edmund Rice Tradition.

2. GUIDING PRINCIPLES

This policy is based on a number of principles that underpin Catholic Education in the Edmund Rice Tradition. In particular it is a practical expression and is faithful to the following four touchstones:

1. Liberating Education

We open our hearts and minds, through quality teaching and learning experiences, so that through critical reflection and engagement each person is hope filled and free to build a better world for all.

2. Gospel Spirituality

We invite people into the story of Jesus and strive to make his message of compassion, justice and peace a living reality within our community.

3. Inclusive Community

Our community is accepting and welcoming, fostering right relationships and committed to the common good.

4. Justice and Solidarity

We are committed to justice and peace for all, grounded in spirituality of action and reflection that calls us to stand in solidarity with those who are marginalised and the earth itself.

3. INTRODUCTION

This policy is aimed at providing guidelines for groups and individuals seeking to undertake fundraising activities at St Brendan's College. The policy acknowledges:

- i. Most fundraising occurs to the goodwill of staff, in particular the volunteering of time;
- ii. It is intended to ensure consistency and transparency;
- iii. It is not designed to encumber staff;
- iv. Fundraising should not be used to sustain existence of extra curricula activity without explicit approval
- v. Each fundraising scenario will be assessed on its own merit – following discussion with the Assistant Principal - Identity and /or The School Principal.

4. DEFINITIONS

For the purpose of this policy, "fundraising activities" shall refer to school-based fundraising and Catholic church fundraising, in accordance with definitions below.

Fundraising activities include:

4.1. School-Based Fundraising

For the purpose of this policy, "school-based fundraising" refers to all fundraising activities initiated and conducted by school staff or sanctioned student groups, under the approval and supervision of the Assistant Principal - Identity, and the School Principal. All fundraising activities are extra curricula. All curriculum based activities should occur within a subject based levy in consultation with the Principal.

* NB: All trips (sport or otherwise) and uniforms are funded by a user pays option*



4.2. Charitable fundraising

For the purpose of this policy a “charity” or “charitable agency” is any organization or institution engaged in non-profit assistance to the poor, distressed, or persons on the margins, or such institutions set up for the care of such individuals or groups. This can include fundraising on a local, regional, national, or international level.

4.3. Catholic School Fundraising

For the purpose of this policy, “Catholic School fundraising” refers to all fundraising activities initiated and conducted as Catholic School under the auspices of the Catholic Church or Catholic church agencies (i.e.: Caritas - Project Compassion), under the approval and supervision of the Assistant Principal – Identity and/or the School Principal.

5. PROCEDURES

All school-based and Catholic School fundraising activities shall operate under the same guiding principles.

5.1. All fundraising shall:

- i. Operate under the approval and supervision of the Assistant Principal - Identity. Possible fundraising ventures need to be submitted through a written proposal stating purpose, outcomes, beneficiaries and charitable justification. This is to be submitted via email to: mcwhinneyb@sbc.qld.edu.au
- ii. Be accounted for in accordance with procedures established by the Business and Finance Department;
- iii. As a priority - consider poverty- sensitive principles (as guided by the charter);
- iv. Take into account contracts with Spotless;
- v. Take into account potential conflict with food handling and preparation regulations;
- vi. Operate on a voluntary basis for, staff, students and families;
- vii. Operate with consideration for the safety and security of staff and students following SBC’s WHS policy;
- viii. 20% of all funds raised in a given drive will be designated to the ‘The School Principal’s charitable fund’ or equivalent.

5.2. Funds raised should complement and not replace public funding for education.

5.3. Fundraising shall not be conducted for providing instruction, basic education items, or any items required for course completion within the school.

5.4. Students shall not be excluded for an event or program based on lack of involvement in fundraising initiatives.

5.5. Fundraising objectives shall be developed in advance of the fundraising activity.

5.6. Take into account the legitimacy of the given fundraising activity through proven historical significance and relevance.

5.7. Comply with nominated non-profit regulations for GST purposes.

Signed:

Date: 3rd February, 2015



Board Chair



Principal