



## Fundraising Policy

### Rationale:

Fundraising undertaken in the name of the school or a group from the school will have clearly defined controls and measures.

1. All fundraising must be approved by the Principal.
2. All fundraising requiring written submission will be checked by the Principal or his/her delegate.
3. A record of approved fundraising activities will be kept.
4. All fundraising will be monitored through the normal financial checking systems of the school.
5. Fundraised money must be used for the original purpose approved, or, have an alternative purpose approved by the Principal.

Approved: 12 September 2016