



SCOIL SAN CARLO SENIOR FUNDRAISING POLICY

1. Reasons for Fundraising Activities in Scoil San Carlo

Fundraising may be carried out at any time in and/or on behalf of SCOIL SAN CARLO SENIOR for the following reasons:

- 1) to fund day-to-day expenditure incurred in running the school;
- 2) to fund purchase of additional classroom resources not provided for through other funds, including DES grants;
- 3) to fund special projects, e.g. equipment for new school garden

2. Conformity with Scoil San Carlo Senior Child Protection Procedures and Ethos/Policies

- The Board of Management of Scoil San Carlo Senior recognises that Child Protection and Welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities, including fund raising activities.
- All fundraising carried out in and/or on behalf of Scoil San Carlo Senior must be consistent with the school's ethos and policies and must not compromise the school's good name.

3. Role of BOM and PA in fundraising

All fundraising events carried out in and/or on behalf of Scoil San Carlo Senior must have prior approval of the Board of Management of Scoil San Carlo Senior. The San Carlo PA has primary responsibility for fundraising on behalf of Scoil San Carlo in relation to clauses 1), 2) and 3) of Section 1 (above).

4. Good Financial Governance and the Role of Scoil San Carlo P.A. Bank Account

- All monies raised by fundraising on behalf of Scoil San Carlo Senior, for the purposes specified in clauses 1), 2) and 3) of Section 1 (above), must be transferred from the San Carlo P.A. Bank account to the Scoil San Carlo Senior / Junior School Bank accounts with the exception of monies required to cover necessary expenses, including fundraising expenses and general PA expenses.
- As the activities of the P.A. bank account relate solely to the Junior and Senior schools, the P.A. bank account must be included in the annual accounts of the schools approved by each board. A separate financial record should be maintained to manage and control all transactions associated with the fund raising activities.

5. Participation of pupils in fundraising activities

Pupils of Scoil San Carlo Senior may participate in fundraising activities only:

- 1) with the permission of their parents and/or
- 2) where fundraising is undertaken for a charitable purpose in the context of classroom/school activities.

Where pupils participate in a fundraising event, it is the responsibility of those organising the event to ensure that pupils are not exposed to any risk of physical or emotional harm.

6. Commercialisation

Scoil San Carlo Senior is a national school and, as such, does not endorse individual commercial concerns. In particular, it is committed to keeping the classroom free of branding and commercial promotions, particularly those specifically targeting children. It is acknowledged that it may be appropriate to allow participation in some sponsored events where children are not specifically targeted by the sponsor concerned.

In general, Scoil San Carlo Senior does and will not:

- 1) participate in any sponsored "educational" activity where participation requires purchase of a commercial product;
- 2) accept branded classroom materials from sponsors where the aim of such sponsorship is to expose pupils to the brand;
- 3) actively encourage members of the school community to participate in commercial marketing schemes aimed at schools, either by declaring a willingness to accept tokens or vouchers from **named** commercial organisations, or otherwise.

7. Sponsorship

An offer of sponsorship of Scoil San Carlo Senior or of Scoil San Carlo Senior fundraising events must be considered in the same way as other fundraising activity. In particular, before accepting sponsorship, fundraisers should have regard to the ethos and existing policies of the school and should satisfy themselves that the sponsorship will not adversely affect the good name of the school.

8. Inclusiveness

The organisers must ensure, as far as practicable, that Scoil San Carlo Senior fundraising events are, *in general*, inclusive of all members of the school community.

9. Unsolicited Donations

Scoil San Carlo Senior welcomes altruistic donations to support the work of the school and improve the learning environment of its pupils. However, Scoil San Carlo Senior will not accept any donation from:

- 1) any political organisation;
- 2) any other individual or group unless it has established the *bona fides* of the donor.

The Board of Management must be informed of any unsolicited donations exceeding €100.

10. Alcohol

The Scoil San Carlo Senior Substance Abuse Policy must be adhered to in context of fundraising events. In particular children are not permitted to attend Scoil San Carlo Senior fundraising events at which alcohol is served.

Policy review

This policy will be reviewed by the school management authority periodically.

Date of Policy Adoption

This Policy was adopted by the Board of Management on **26/02/2018**

Signed: **A. Ni Ghallchobhair**
Chairperson of Board of Management

Signed: **Geraldine Convery**
Principal

Date: **26/02/2018**

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