Rationale

Fundraising is a vital component of Westgarth Primary School not only for the funds it generates, but for the community spirit it evokes. Fundraising activities are to be endorsed by School Council.

There are no expectations set for fundraising from year to year. All funds raised become part of the global budget of Westgarth Primary School and are then channelled through to all areas within the school. Funds raised in one year are placed in the budget for the following year.

Aims

- To contribute to the overall budget of Westgarth Primary School for the benefit of students.
- To encourage parent participation in the school community through fundraising activities.

Actions

- At the beginning of each year, parents will be invited to attend a fundraising meeting to discuss the year’s fundraising calendar.
- This meeting will discuss annual events, such as the School Fete, and new and existing ideas. All ideas will be considered on their merits, taking into account past experiences.
- At this meeting, the committee will nominate a member to represent the committee on School Council.
- The fundraising committee will:
  - Develop or coordinate the preparation of a calendar outlining the proposed fundraising for the school year
  - Present a draft of this calendar to the Principal for approval
  - Work with the Principal to present a draft to staff and School Council
  - Present the approved calendar to the school community for their information through the school newsletter.
  - Use the school newsletter to regularly promote upcoming fundraisers and acknowledge the contributions of parents and friends.
- If new ideas arise during the period of the approved calendar, these must be presented to the fundraising coordinator, who will in turn seek the approval of the Principal (and School Council if necessary).
The Parents & Friends Committee will oversee the fundraising drives to ensure they work effectively and the committee representative on School Council will report to Council on the funds raised.

At the end of the year, the fundraising coordinator will present a written report to the Principal and ensure that there is a report to the school community through the newsletter.