



# FUNDRAISING POLICY

## AT COBRAM SECONDARY COLLEGE

*The school of choice for the Cobram Community*



### **Help for non-English speakers**

If you need help to understand the information in this policy please contact Cobram Secondary College, 03 5871 1700.

### **STATEMENT OF COMMITMENT**

Cobram Secondary College believes every student deserves a safe and positive learning experience where they are engaged and supported to reach their full potential.

The College adheres to the principles of Australian democracy and takes into account the diversity of all children and makes reasonable efforts to accommodate them. This includes (but is not limited to) the needs of Aboriginal and Torres Strait Islander children, children from culturally and linguistically diverse backgrounds, children with disabilities, children who identify as lesbian, gay, bisexual, transgender, intersex and questioning (LGBTIQ+) individuals, and children who are vulnerable.

The College is committed to creating a child safe environment protecting children from all forms of abuse and neglect.

### **PURPOSE**

To provide parents/carers and other members of our school community with an overview of Cobram Secondary College's approach to fundraising.

### **POLICY**

Fundraising is an important way for Cobram Secondary College to raise money so that it can contribute to school functions and activities.

School staff, members of the school community or the Parents' Club may want to undertake fundraising activities for Cobram Secondary College.

Cobram Secondary College encourages all members of our school community to be involved in fundraising initiatives and Parents Club welcomes all proposals for fundraising.

Fundraising is a function of the School Council and Council must approve all school-related fundraising events or activities on behalf of our school.

At the beginning of each school year, the School Council will approve any school-related fundraising events or activities for the upcoming year. If it is necessary during the year, the School Council may approve additional fundraising events or activities.

In deciding whether or not to approve particular fundraising events or activities, the School Council will act in accordance with legal requirements, any relevant Department of Education and Training policy or guideline, and the Department's *Finance Manual for Victorian Government Schools*.

All money raised for the school through fundraising, unless legally otherwise provided for, will be held on trust by the School Council for the general or particular purpose for which it was raised.

### **Fundraising for Charitable Causes**

Cobram Secondary College may also decide to fundraise for charitable causes external to the school. In these cases, the Leadership team are responsible for approving the fundraising activity.

In deciding whether or not to fundraise for a particular charitable cause, the Leadership Team may:

- Consider whether the methods used to raise funds for any specific charitable appeal are appropriate

### **COMMUNICATION**

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Included on the staff portal
- Hard copy available from school administration upon request

### **FURTHER INFORMATION AND RESOURCES**

- the Department's Policy and Advisory Library: [Fundraising Activities \(including fetes\)](#)
- [Finance Manual — Financial Management for Schools](#)
- [Fundraising Act 1998](#)

### **POLICY REVIEW AND APPROVAL**

Policy last reviewed	May 2026
Approved by	School Council
Next scheduled review date	March 2030