



# HURON-PERTH CATHOLIC

## District School Board

### School Fundraising

<b>Adopted:</b>	<b>October 26, 1998</b>	<b>Policy #:</b>	<b>P 3.3.8.</b>
<b>Revised:</b>	<b>April 26, 2021</b>	<b>Policy Category:</b>	<b>3.3. Business</b>

#### **POLICY STATEMENT:**

The Ministry of Education Regulation 298 determines that the Board shall approve any fundraising activity that involves any student attending a school. The primary purpose of school managed funds and/or school fundraising is to provide an enriched experience to students, benefit charities and/or school community activities. Educationally valid fundraising involving students will be allowed under the following conditions:

#### **PROCEDURES:**

1. The Huron-Perth Catholic District School Board does not endorse and discourages door-to-door sales and canvassing. When such activity takes place, it must be voluntary and must have the written consent of the student's parent or guardian where the student is not 18 years of age. Safety precautions must be outlined by those supervising any student involved in such fundraising.
2. Engagement in fundraising activities is voluntary. No individual should feel compelled to participate, nor should they be subject to penalties, or denied any benefit, if they choose not to participate.
3. Educational time and resources are not to be devoted to fundraising projects by students and staff unless there is a direct connection to learning outcomes or a benefit to charities or the school community.
4. Schools may participate in no more than two major fundraising activities per school year. (Refer to minor/major definition in School Generated Funds policy).
5. Parents/Guardians must be made aware of fundraising activities and their designated purposes.
6. Funds raised for school purposes are to be used to complement/benefit students, not replace public funding for education.
7. A fundraising activity does not entail any staff member, or volunteers, benefiting materially or financially from the activity.
8. The purpose for which funds are collected are in accordance with the Huron-Perth Catholic District School Board mission and values.

9. Privacy must be respected. The personal information of staff, students or other individuals is not shared for the purpose of fundraising without prior consent. (The use of personal information by the school board is governed by the *Municipal Freedom of Information and Protection of Privacy Act*).
10. Fundraising activities must be compliant with municipal, provincial, and federal legislation and Ministry of Education guidelines and policies.
11. Nothing in this policy prohibits schools from making charitable donations where appropriate.
12. The finance department will review the schools' year-end financial report for compliance with the School Generated Funds policy.
13. The funds raised must be accounted for under the School Generated Funds Policy.
14. Fundraising initiatives that involve the sale of food products must adhere to School Nutrition policy.
15. School Staff are to detail all fund-raising activities on the form provided (Appendix A) and submit the form for approval by the Principal. Approvals will be granted based upon the merits of the proposal according to the procedural criteria listed in this policy. Principals will keep all Applications for Fundraising forms for seven years for auditing purposes.

**DEFINITIONS:**

- N/A

**REFERENCES:**

- N/A

**RESOURCES, APPENDICES AND FORMS:**

- Appendix A - Application for Fundraising