

## CFG information - fundraising policies

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### Board of Trustees fundraising policy

The Board of Trustees' fundraising policy delegates the management of all fundraising in the school to the CFG and sets some parameters around its activities. Specifically:

- All fundraising must promote learning.
- No fundraising may include sales of alcohol.
- Fundraising must not become excessive and burden school families.

The full version of the BOT fundraising policy can be found in its Governance Manual (refer <http://www.cornerstone.ac.nz/our-school/governance>)

### School fundraising policy

The school fundraising policy was written by members of the CFG and school management. It has clear guidelines and procedures to help ensure that fundraising is managed well.

The policy outlines procedures for how parents or students interested in fundraising for a certain activity/purchase should go about approaching the school to find out whether it could be a focus for fundraising.

1. The person/persons are to put the idea, request or proposal in writing and email/send it to the CFG chairperson.
2. The CFG chairperson is to discuss the idea with the Principal who, together with school leadership team, will decide whether it is beneficial to children's learning and whether it is a priority which should be pursued.
3. If the Principal advises the CFG chairperson that the activity or purchase should be pursued, the CFG will meet with the person/persons who proposed the idea to discuss and plan suitable fundraising ventures (including sponsorship/community grants if applicable).
4. The gala goal is typically agreed upon by the BOT, staff and CFG in September of the year prior to the gala.

Further, the school fundraising policy states that:

1. The government funds core-curriculum costs; therefore fundraising should focus on **extra-curricular** costs.
2. All fundraising at the school has been delegated to the CFG in order to ensure that:
  - fundraising doesn't **burden school families**.
  - fundraising doesn't **burden local businesses**.
  - competing desires within the school community don't cause **strife and division**.
3. **Sponsorship** is considered fundraising if it involves approaching businesses/organisations/groups of individuals (excluding family members) for assistance.
4. **Community grants** are considered fundraising.

Please contact the Chairperson if you would like the full version of the School Fundraising Policy.