

BISHOP'S HATFIELD GIRLS' SCHOOL

FUNDRAISING POLICY

Date of last review: Summer Term 2021

Date of next review: Summer Term 2022

School Based Policy

Fundraising Policy: 2020-21

Bishop's Hatfield Girls' School has charitable status – **Charities Reference Number EW01517**. As the school is an academy, it is exempt from registering with the Charities Commission.

The School Fund and campaigns

The school has previously launched a School Fund for the purpose of fundraising, and is also registered for Gift Aid on all donations.

The school is registered with easyfundraising for donations from online suppliers and with easytoname, a commission based labelling service.

The school will adopt the following policies with regard to fundraising for the school and supporting other charities:

- The school is currently running a campaign to raise funds for outdoor equipment and virtual reality headsets with a target of £10,000 and any funds raised in excess of this will be used for IT and educational equipment.
- Certain fundraising activities in school will be ring-fenced for the school campaign and these will include: School Fund donations, Christmas markets, Happy Bag recycling, The Magnolia Tree, easyfundraising donations, Bake Offs and/or summer events (eg. Step Back in Time).
- Pupils will be invited to participate in a themed mufti day for the summer event at a charge of £2 pp for the school fund. At Christmas, pupils will be invited to wear Christmas jumpers for a charge of £2pp of which £1 will cover entrance to the school pantomime and the remainder donated to Save The Children.

Charity fundraising

- Each year the Heads of Houses will select a registered charity to support and will raise the profile and understanding of the charity and its cause. This can be a choice of a single school charity or one charity per House.
- Houses may plan fundraising events but these must be approved by SLT at the start of the year or in their weekly meeting. For those events held in school, funds will be split with 60% to the charity and 40% to the school.
- At Christmas, a collection for the Save the Children Christmas Jumper day will be combined with a school collection for entry to the staff panto with a charge of £2 pp.
- The school will continue to support World Challenge and Young Enterprise initiatives. Students participating in these or similar schemes should engage their local communities in fundraising rather than relying on the school staff and pupils. However, the school premises may be used for events outside school hours. Cakes or sweets are not to be sold during the school day. All proposed events must be approved by SLT at one of their weekly meetings and organisers must use the events checklist and guidance (see Staff Handbook).
- The national Poppy Appeal will be supported through the sale of poppies.
- Regrettably, the school will not be able to support other charities.

Engaging the community

- The school will continue to engage the pupils through the form Charity Reps. Reps will input to the planning and organisation of events including House events and prioritising what to buy with money raised through pupil activities. They will also act as ambassadors for school fundraising.

- The school will continue to work closely with the Parents' Association, supporting each other in the planning and running of fundraising activities.
- The school will use the website, Facebook, Instagram and Twitter to communicate with parents and carers, as well as old girls.
- The school will use every opportunity to build positive publicity about our success, the school facilities and our fundraising activities. These communications will be co-ordinated by the Development Officer, Isabelle Fautrero-Sayer.
- Parents and pupils are welcome to run outside fundraising events for the school (such as Charity Car Park or Garage Sales) but are asked to contact the School Development Officer, Isabelle Fautrero-Sayer to seek guidance in how they intend to use the school's name to ensure this fits with our brand and values.
- We encourage parents and partners of staff to seek applications with their employers for matching schemes (where the employer matches the amount raised by a fundraising event or activity). For all enquiries, please contact the School Development Officer, Isabelle Fautrero-Sayer.

Updated June 2021