

Penwortham Primary School Charitable Fund

Raising Policy

Purpose

This policy is designed to support the school's aims of encouraging children to take their place as active members of the world community, developing individual strengths and being tolerant and respectful of their selves and others.

General Principles

1. To encourage pupils to develop the habit of regular charitable giving.
2. To promote involvement in the local, national and international communities.
3. To give pupils opportunities to show individual initiative.
4. To give pupils opportunities to plan and carry out projects, individually or as members of a group/class or the whole school.
5. To foster links between year groups through co-operation in fund-raising activities.

Aims

1. To raise money for a variety of local, national and international charities.
2. To raise awareness of the vital role that charities play in improving the lives of others.
3. To support charities in ways other than donating money.
4. To clarify and limit the financial and time commitment of parents and staff to specified charitable events.

Roles and Responsibilities

1. Students will organise and participate in charitable events in liaison with the Charity Co-ordinator.
2. Pupils and the School Council, are responsible for organising specified activities and are encouraged to organise events on their own initiative.
3. Class Teachers ensure that pupils are able to take advantage of any opportunities to support charities.
4. School Staff will publicise the school's charity activities, both in and out of school.
5. Where possible, pupils will count money, bank money, and arrange for the writing of cheques via the School Office.

Procedures

1. Small change

Any 'small change' found and unclaimed is to be sent to the Office and collected over the year. At the end of each year it is donated to the school's nominated charity.

The aim is not to raise huge sums of money but to help pupils realise the value of money and that 'small change' can make a big difference in the lives of others.

2. Charity Days

Below is an initial timetable of events and fund raising activities linked to the academic year:

Autumn Term

Month	Charity	Local/National/ International	Focus
October	Harvest Appeal for Local pensioners, Food Banks and the Women's Refuge in Preston	Local	Class
November	Poppy Appeal - Royal British Legion	National	Whole School
November/ December	Children in Need OR Save the Children Christmas Appeal;	National/International	Class
November/ December	Christmas Food Bank Appeal	Local	Whole School

Spring Term

Month	Charity	Local/National /International	Focus
March	Comic Relief/Sport Relief	National/International	Whole School
January - March	Unspecified charity from suggested list	Local	Class

Summer Term

Month	Charity	Local/National /International	
April - June	Unspecified charity from suggested list	Local	Individual/Group

Suggested Charities

Below is a list of potential charities for the School Council and/or individual children, parents or members of staff to nominate. The list is not exhaustive and may be amended in support of specific local or national appeals:

- Marie Curie Daffodil Appeal;
- British Heart Foundation
- Cancer Research
- Local hospice care – Derian House; St Catherine’s Hospice;
- SPACE Centre, Preston
- NSPCC
- RSPCA
- Oxfam
- Wateraid
- Traidcraft – Fairtrade products/producers
- Katy Holmes Trust
- One-off Emergency Appeals e.g. Earthquakes/ Tsunami;
- The school will also seek to support pupils if they wish to initiate an event.

Parent, Teachers, Friends Association

The Parent, Teachers, Friends Association (PTFA) is a registered charity which exists to raise funds to buy resources that enrich the education of the children at Penwortham Primary School and to provide a forum for parental participation in the school community. The school actively supports the work of the PTFA whose two main fund-raising events are the Christmas and Summer Fairs in December and July.

Publicity

- Charity activities will be publicised to pupils, staff, parents and governors.
- All charity events will be announced in Staff Briefings with as much notice as is possible.
- Information about the amounts raised will be published in the school newsletters and on the school website.
- The School will publish in the local press any newsworthy charity events undertaken by the children if appropriate, with prior agreement from the Charity Co-ordinator.