



## CHARITIES POLICY

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Ratified by	Policy Committee
Produced by	School
SLT Responsible	Deputy Headteacher - Behaviour
Signature of Chair	
Signature of Headteacher	

## **Introduction**

This policy is designed to support the Schools aims of encouraging students to take their place as active members of the world community, developing individual strengths and being tolerant and respectful of themselves and others.

## **General Principles**

1. To promote involvement in the local, national and international communities and charities
2. To give students opportunities to show individual initiative
3. To give students opportunities to plan and carry out projects, individually or as members of a team
4. To develop an awareness for the need for regular charitable giving

## **Aims**

1. To raise money for a variety of local, national and international charities
2. To support charities in other ways other than donating money

## **Roles and Responsibilities**

1. Students organise and participate in charity events
2. Students are responsible for organising specified activities and are encouraged to organise events on their own initiative
3. Members of staff ensure that students are able to take advantage of any opportunities to support charities
4. The Assistant Headteacher (Pastoral) will publicise the school's charity activities, both in and out of school
5. The Bursars will count money, bank money, and arrange for the writing of cheques

## **Procedures**

### **1. Charity Days**

Every year we will take part in fundraising events for

- Children in Need in the Autumn Term
- Comic Relief and Sport Relief in the Spring Term
- One off Emergency Appeals e.g. Earthquakes/ Tsunami
- Other student initiated and organised events e.g. toy sales, to a maximum of one per half term
- Occasional appeals as agreed by staff (non-money collections preferred)
- There will be a maximum of three non-uniform days per year, with the money collected for a range of local, national and international charities. We avoid collecting for other charities except in exceptional circumstances



## **2. Publicity**

- Charity activities should be publicised to pupils, staff, parents and governors
- All charity events should be announced in Staff Meetings with as much notice as is possible
- Information about the amounts raised will be published in the School newsletters, the School website and on social media
- The local press will be advised of any newsworthy charity events undertaken by the school

This list is subject to alteration.