



St. Anne's

Primary School

60 KNEES ROAD, PARK ORCHARDS, VICTORIA 3114

POLICY: PARENTS ASSOCIATION FUNDS ALLOCATION POLICY

POLICY RATIONALE:

To ensure due process is given to the allocation of funds raised by or on behalf of the school from the Parents Association.

POLICY AIMS:

To provide criteria for the allocation of funds raised by the Parents' Association.

POLICY IMPLEMENTATION:

Prior to a decision being made as to how to allocate funds raised by or on behalf of the school from the Parents Association the following should be taken into consideration in determining the allocation of those funds:

- Relevant School Policies, Programs and Budgets. [E.g Furniture and Equipment](#)
- Major events and celebrations in the calendar year that would benefit from the support of the parents' association such as St Anne's Feast Day. [E.g Lunch Orders](#)
- Strategic Plans including the Capital Works Five Year Plan and School Improvement Plan. [E.g Playground Equipment](#)
- Potential Parent Forum evenings. [E.g Cyber Safety](#)
- School Asset Register. [E.g Computer and Technology Equipment](#)
- Strawberry Fair Expenditure
- Staff, Student and Parent Feedback

In term 1 of each year, the Parents' Association will request suggestions from the school community regarding projects which would benefit from funds raised by the parents' association. Once these suggestions have been collated, prior to the end of term 1, the parents' association will give consideration and recommendation regarding the allocation of proposed funds raised during the school year.

Recommendation/s for the allocation of Parents' Association funds will be made by the Parents' Association to the Principal. The Principal will make the final decision on the allocation of funds.

The decision on the allocation of Parents' Association funds will be documented. The decision will be communicated to the school community prior to the expenditure of funds.

The Parents Association will maintain a float of between \$7,000 - \$10,000 for potential deposits for future fundraising events.

EVALUATION:

Evaluation of the Parents Association Funds Allocation Policy will take place every four years or when necessary.

This policy was developed in 2015

The next review will be in 2019