

COLÁISTE IOGNÁID S.J.

Bóthar na Mara, Gaillimh, H91 N732



Fundraising Policy

Purpose & Scope

This policy outlines the principles and procedures governing all fundraising activities undertaken by Coláiste Iognáid. It applies to staff, students, parents, and any external parties involved in fundraising for the school.

Policy Statement

Coláiste Iognáid is committed to ensuring that all fundraising activities are ethical, transparent, and in compliance with Department of Education Circulars, Child Protection Procedures, Charities Act 2009, and GDPR.

Principles

- Transparency: All funds raised must be recorded and reported accurately.
- Accountability: Clear roles and responsibilities for managing funds. Child
- Protection: Activities must comply with the school's Child Safeguarding Statement.
- Inclusivity: Fundraising should respect the diversity of the school community.
- Compliance: Adherence to Department of Education circulars, Charities Regulator guidelines, and GDPR.

Roles & Responsibilities

Board of Management: Approves all fundraising initiatives. Principal: Oversees implementation and compliance.

Parents' Council: Coordinates parent-led fundraising.

Staff & Students: Participate under supervision and in line with safeguarding guidelines.

Approval Process

All fundraising proposals must be submitted in writing to the Principal. Activities involving students require parental consent and safeguarding checks. External fundraising partners must be vetted and approved by the Board.

Handling of Funds

All funds must be lodged in the school's designated bank account. Two authorized signatories required for withdrawals. Detailed records maintained and audited annually. Funds raised will only be used for the purposes agreed at the time of fundraising. In the case of donors who make significant contributions, their wishes regarding the use of

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funds will be respected and adhered to, provided they align with the school's ethos and legal obligations.

Ethical Standards

Sponsorship agreements must be documented and approved. Fundraising activities should align with the ethos and values of Coláiste Iognáid.

Safeguarding

All activities involving students must comply with the school's Child Protection Policy and national guidelines. Volunteers must be Garda vetted where required.

Monitoring & Review

The policy will be reviewed every two years by the Board of Management. Reports on fundraising activities will be presented at Board meetings.

References

Department of Education Circular 13/2014 – Management of and Accountability for Grants from Exchequer Funds; Child Protection Procedures for Primary and Post-Primary Schools (Revised 2023); Charities Act 2009 and Charities (Amendment) Act 2024; Charities Regulator Guidelines on Fundraising from the Public; GDPR compliance guidance.

Signed:


Principal

Signed:


Chairperson of Board of Management

Date:

15/12/25