



OUR LADY OF MERCY SECONDARY SCHOOL

Fundraising Policy

2023-2024

OUR LADY OF MERCY SECONDARY SCHOOL FUNDRAISING POLICY

In accordance with its Mission Statement, the school has a long-standing commitment to demonstrating social concern. It does so, directly, through socially responsible activities and immersion programmes both in the local community and in the wider world and, indirectly, through fundraising activities for charitable purposes.

Fundraising may be carried on throughout the academic year and by all students and staff in the school. The school acknowledges that these activities contribute to the building of community among those who participate and help to form students in unselfishness and resourcefulness, as persons for others, whilst simultaneously, raising practical financial support for specific charities.

Categories of Causes

1. Our Lady of Mercy Secondary School
2. Charities that are closely associated with the school and in respect of which there is a longstanding tradition of support, e.g., Simon Community or an official established link with the school, e.g., Jigsaw.
3. Charities which may, from time to time, apply for support through the appropriate procedures.
4. Charities which arise on an emergency basis; and
5. Internal charitable causes.

Designated Committee:

- Applications for fund-raising to support the charities in categories 2, 3, 4 and 5 shall be received and assessed by the Board of Management.
- In accepting applications for fundraising activities, the Board, in its decision, shall specify when, where and how, such permitted fundraising is to be conducted.
- Only those fundraising activities approved by the Board shall be carried out in the name of OLM and/or through the use of school facilities including the use of advertising and social media platforms.
- To ensure that an even distribution of time is allocated to fundraising activities and with a view to preventing any particular group from being over-targeted, fundraising activities shall be spread as evenly as possible throughout the academic year.
- A calendar of fundraising events shall be created and maintained by Wellbeing Coordinator through liaising with the Principal and Deputy Principal.

Category 2 Charities

The school continues its long-standing commitment to Category (2) charities, which are subject to periodic review.

The following are designated as Category (2) type charities:

- Simon Community.
- Jigsaw.

An annual review of the Category (2) Charities by the Board shall be conducted to ensure that the charity merits the ongoing support of the school. It shall also ensure that adequate notice is given where a decision to modify or discontinue the school's support for the charity in question is taken.

Category 3 Charities

- Applications for fundraising support under Category (3) shall be assessed, periodically, when received by the Board.
- Applications shall be assessed on a ‘first come, first served’ basis.

Categories 4 and 5

- Categories (4) and (5) are by definition supported on an ad hoc and case by case basis.
- Emergency applications falling within Category (3) shall be reviewed and assessed by the Board.
- All activities and events under Category (4) shall be agreed in advance with the Principal on a ‘first come, first served’ basis.

Use of School Communication Systems

- Fundraising for events which are supported by the school may be advertised through the school’s social media platforms and use the school’s crest and facilities.
- A request for such advertising must be made to the Board. However, the school’s social media platforms and facilities may not be used for fundraising events that are organised by individual staff or students.

The school takes no responsibility for individual fund-raising activities.

This policy was adopted by the Board of Management on 3rd October 2023 and will be reviewed annually.

Signed:



Chairperson of Board of Management

Date: 3rd October 2023

Signed:



Principal/Secretary to the Board of Management

Date: 3rd October 2023

Date of next review: October 2024