

## Policy statement.

We aim to provide a quality service that meets the needs of the children by providing them with the resources they need to enjoy their time at the centre and to meet the needs of the parents by providing affordable care.

The Centre believes that participation by parents/guardians/approved persons in issues relating to their children is important. Involvement of parents in fundraising activities will be actively sought and open communication constantly maintained.

## Considerations.

National Standards Section 4.4 (Equipment)

The current financial situation of our organisation, including current staff pay rates, insurances and work cover.

## Procedure.

- \* Parents will be encouraged to become involved in the Centres fundraising activities. The staff will actively seek this involvement by asking for their assistance and participation in particular fundraising events.
- \* Staff will encourage feedback and input from parents in relation to fundraising programs.
- \* Fundraising will be encouraged and supported by the Committee and wherever possible it will not be a part of the income required in the annual budget. (unless urgently needed)
- \* The annual enrolment fee is considered a part of the Centres fundraising collection and will be used to try to keep fundraising to a minimum.
- \* At times the centre may operate compulsory fundraisers where parents will be asked to sell raffle tickets; Parents not wishing to do so will have the cost of 1 book of tickets added to their account, these tickets will be entered into the draw. Parents who do not return raffle tickets by the due date (sold or otherwise) will have the full amount deducted from their account
- \* Parents are asked to make regular donations to help keep fundraising and fees minimal. Donations include:
  - J paper and stationary
  - J colouring-in pens, pencils and crayons
  - J balls of any kind
  - J play equipment and toys which are suitable, safe and well-maintained
  - J toilet paper and tissues
  - J soap and cleaning products

A list of urgently needed donations will be posted on the noticeboard and near the sign in and out forms.

Reviewed and updated by committee on 31<sup>st</sup> March 2010