

POLICIES, GUIDELINES AND PROCEDURES

SUBJECT	N.E.P.N. CODE
STUDENT FUNDRAISING ACTIVITY: CHARITABLE INITIATIVES	JJE-3

I. POLICY

The Louis Riel School Division understands that charitable fundraising activity may enhance the educational experiences of students by providing them with opportunities to:

- develop and enhance empathy and pro-social skills as they learn about the needs and circumstances of others; and/or
- plan and organize projects that apply curricular studies to community and global realities and situations.

The Division also believes that fundraising activity can promote respectful partnerships between the home, the school and the community if such activity occurs with appropriate consideration for:

- student safety and respect for all participants in the activity
- the responsibilities of the public education system
- ethical and responsible practices
- the circumstances of individual school communities, students and their families
- clear statements to a school community about the fundraising activity's purpose

II. GUIDELINES

- The school's Principal has the definitive responsibility for all charitable fundraising activities initiated within, and involving students of, the school.
- The school's Principal shall consult with the school's parent organization when planning any charitable activity that involves school-wide student participation.
- The school's parent organization shall collaborate with the school Principal if it wishes to initiate any charitable activity that involves student participation.
- School personnel shall obtain administrative approval for all charitable activity that involves students.

Adopted:	February 20, 2007	Legal References: Liquor, Gaming & Cannabis Authority of Manitoba
Revised:	February 5, 2019; September 6, 2022	

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- E. Charitable activities will include consideration for:
- the community's ability to support charitable activities
 - activities that provide feasible alternatives to fundraising, such as collections or volunteer activities
 - activities that involve children in helping other children
 - the potential to assist other divisional school communities through such activities
 - responses to unusual situations (e.g., a family in a community, a natural disaster)
 - annual review of longstanding charitable activities' practices and credibility and the long-term implications of continued involvement with specific organizations
- F. All charitable fundraising activity in which the entire student body of a school may participate shall respect students' rights to exemption from such activity.
- G. Elementary school students shall not participate in fundraising that requires door-to-door activity.
- H. Fundraising activity and/or the products sold during such activity shall respect the stipulations of the **PROCEDURES** below and strive to avoid conflicts-of-interest for any member of the school community.

III. PROCEDURES

- A. The nature of charitable fundraising activity that invites the participation of a school's students shall respect the following stipulations:
- The fundraising activity and/or any products sold shall respect the dignity of all participants and provide appropriate value to community members who support the activity.
 - In respect for students' differing abilities to participate, incentive prizes shall not form part of fundraising activity; however, participation draws may occur.
 - Confidentiality will be respected when charitable initiatives occur to benefit members of other school communities in the Louis Riel School Division.
 - Schools will not involve their students in interschool challenges related to charitable fundraising activity.
 - If doing a raffle, it must comply with all [provincial licencing requirements](#).
- B. Parents/guardians will receive information about charitable fundraising activity as soon as possible before the commencement date of the activity, to include the purpose, the educational value and the nature of the fundraising activity:
- from the school Principal for a school-wide activity; or

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- from the appropriate staff member(s) for activity involving a specific classroom, or student group/program.
- C. The school's Principal is expected to attend to any necessary municipal, [provincial](#) or national licensing requirements related to a fundraising activity.
- D. [Policy DIE-1 – School Funds: Audit & Financial Monitoring Procedures](#) shall govern all accounting procedures for the management of proceeds from charitable fundraising activity.
- E. Within one month of the conclusion of a student-initiated charitable fundraising activity, the school Principal shall provide a summary of proceeds realized to the school community.

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