

REGULATION #10810.1

SCHOOL FUND RAISING BY/FOR EXTERNAL AGENCIES

1. Conducting Fundraising Activities

- 1.1. The Surrey Board of Education assigns each school principal primary responsibility for and authority to conduct fundraising by/for external agencies.
- 1.2. Any fundraising involving students must be approved by the school principal.
- 1.3. Unsupervised canvassing door to door or in a shopping centre by elementary school students is not acceptable as a means of raising funds.
- 1.4. Fundraising for external agencies or individuals that are not registered charities must be accomplished using a financial institution with an 'in trust' arrangement.

Where an activity of an external agency benefits the learning initiatives of the district, but an 'in trust' arrangement cannot be utilized, prior approval of the secretary-treasurer is required.

- 1.5. Where an individual school participates in or hold fundraising activities as a school project, the principal will ensure that funds are accounted for and adequately safeguarded in accordance with [Policy #4900 – Management of Site-Based Funds](#).
- 1.6. Funds raised are to be remitted in their entirety to the designated external agency in a timely manner and in the name of the school.

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