

# DENMARK PRIMARY SCHOOL P&C ASSOCIATION WELCOME CHARTER



Thank you for joining the P&C! Your support will help our community. You can give as much or as little of your time as you like. We welcome all contributions of effort.

The DPS P&C, made up of dedicated parents and carers, school staff and community volunteers and plays a vital role in benefiting the DPS School community. The P&C Executive consists of a President, a Vice President, a Secretary and a Treasurer and three other members. These volunteer roles are elected by vote. The principal is also a member of the P&C Executive.

The P&C exists to do great things for our students and we are a vehicle to harness willing parent energy to better the school. Our key goals:

- Service the school community through running a successful school canteen.
- Provide school resources and facilities by engaging in a range of fundraising activities throughout the year.
- Work together so we can support our staff to enhance the vibrant, engaging learning environment where our children succeed.
- Advocate for our school in the community.

**Volunteering on the P&C is not just meetings and emails. Its spraying kids with water at the colour run, it is doing a sausage sizzle with your mates, its collaborating, working together and building connections. Thank you for coming to be a part of it. We never get these precious early years with our kids back again so let's make the most of it.**





# **FUNDRAISING EVENT PLANNING PROCESS**

To support the effective running of P&C events we have created a clear outline of our processes.

## **1. Survey and Input Gathering**

- At the commencement of the school year send a survey to staff and families to gather input on areas of priority for funding.

## **2. Evaluation by P&C Executive**

- The P&C Executive, including the principal, convenes to review survey responses and make decisions regarding school funding, P&C funding, joint funding, or no funding. Decisions align with school priorities and existing plans.

## **3. Fundraising Plan Development**

- The P&C meets to draft a fundraising plan for the year. This plan includes proposed event dates, fundraising purposes, event coordinators, and required support from the school.

## **4. Principal's Review**

- The principal reviews the draft fundraising schedule and consults with school staff. The schedule is approved by the school Executive Team.

## **5. P&C Approval**

- The P&C meets to approve the finalised fundraising schedule for the year.

## **6. Ongoing Implementation**

- At each P&C meeting, there is a standing agenda item to discuss the progress and implementation of the fundraising plan.

## **7. Ad Hoc Opportunities**

- If an opportunity for an event or a grant to support a specific purpose arises during the year, a proposal to apply for a grant or organize an event must be presented and approved by a motion at a P&C meeting. Note that any action taken under the P&C's authority requires approval of the school Executive Team and the P&C.

This revised process outlines a clear sequence for planning and implementing fundraising events while emphasizing communication, collaboration, and alignment with school priorities.