

Catholic Schools - Support of Social Justice and Mission Agencies Guideline

Section 1 - Purpose

(1) The purpose of this guideline is to provide schools in the Catholic Diocese Maitland-Newcastle (the Diocese) with a clear framework for supporting social justice and mission agencies through fundraising activities.

(2) This guideline outlines the prioritisation of Catholic charitable organisations, ensures alignment with Church teachings and promotes educational engagement alongside financial support.

(3) This guideline sets out responsibilities of school leaders, criteria for evaluating fundraising proposals and procedures for seeking endorsement, all aimed at fostering compassionate outreach while maintaining compliance with the [Fundraising Policy](#).

Section 2 - Scope

(4) This guideline applies to all Catholic schools of the Diocese including all students, school workers, and parents/carers.

Section 3 - Responsibilities

ROLE	RESPONSIBILITIES
Director of Catholic Schools	<ul style="list-style-type: none"> • approving this guideline
Head of Religious Education and Spirituality	<ul style="list-style-type: none"> • communicating and implementing this guideline across all Catholic schools within the Diocese. • reviewing and updating this guideline where required. • consulting on the support of charitable agencies
Religious Education and Spirituality Team	<ul style="list-style-type: none"> • provide support to school workers in ensuring consistent practice with the Fundraising Policy and these guidelines.
Principal	<ul style="list-style-type: none"> • ensuring all school workers and students are aware and familiar with the Fundraising Policy. • ensuring all activities in the school are compliant with this policy and any associated procedures and guidelines. • develop a school specific statement of practice.
Religious Education Coordinator/Ministry Coordinator	<ul style="list-style-type: none"> • may process donations, conduct events to obtain additional donors, record and access donor information and organise or authorise fundraising events and other activities for endorsed causes. • may be delegated responsibility for receiving fundraising requests and presenting these to the principal.

Section 4 - Guideline

Introduction

(5) Social justice, including fundraising for charitable works and causes, is an essential component of the mission and outreach of each school in the Diocese of Maitland-Newcastle. We respond with compassion to the poor, vulnerable and marginalised as Jesus did and called others to do.

“Truly I tell you, just as you did it to one of the least of these who are members of my family, you did it to me.”

(6) There is a long-held tradition in the diocese regarding the priority support of Catholic social justice and charitable agencies. The Catholic Identity Tool 2026-2030 benchmarks (Mission and Justice - Dimension #4) express the priority of support for Catholic agencies by schools:

The school prioritises its responses to the competing demands from various charities and agencies within and beyond the Church, and considers the support needed by Catholic agencies who serve the marginalised and forgotten people of the world as the primary focus of its fundraising and social justice action. (Above the Standard) [Catholic Identity Tool 2026-2030](#).

(7) Today, there are a plethora of charitable appeals for various good works and causes. It is not possible with limited financial means in our communities to support them all. To keep a balance, schools must choose between fundraising opportunities, lest ‘compassion fatigue’ becomes an issue with students, school workers and families.

Fundraising Criteria

(8) The following criteria must be considered when planning fundraising and in assessing new requests:

- a. Prioritisation of Catholic fundraising agencies;
- b. Where other causes or needs are supported, the school must prioritise Catholic options;
- c. The philosophy of the cause should be in accord with Catholic teaching; and
- d. The cause or need should provide educational resources.

Prioritisation of Catholic Fundraising Agencies

(9) The priority Catholic agencies that have been traditionally supported and are recommended are:

- a. Caritas, particularly the Project Compassion appeal in Lent;
- b. St Vincent de Paul, particularly the winter appeal in June or the Christmas appeal in December;
- c. Catholic Mission, particularly the Socktober appeal in October.

(10) The expectation is that schools support these priority agencies annually.

(11) Two additional priorities are to be supported over a five-year cycle:

- a. Catholic Care, Hunter-Manning; and
- b. Stella Maris – Mission to Seafarers, Newcastle.

(12) Each of these agencies have a close connection to our Diocese, as part of the outreach of our local Church to the

community.

Where Other Causes or Needs are Supported, the School Should Prioritise Catholic Options

(13) One-off responses to emergency events or disasters are welcomed, especially when they address a specific need. Where possible, Catholic organisations who are responding to this need must be supported. In supporting these one-off responses, care must be taken to ensure that there is still a clear alignment to the fundraising criteria outlined above and the Fundraising Policy.

The Philosophy of the Cause Supported Must be in Accord with Church Teaching

(14) If the organisation supported does not fit into the above categories it must be consistent with another related purpose. This includes Catholic organisations supporting the mission and purpose of the broader Catholic Church and causes with values that align with the Catholic Church.

(15) Some organisations and events do not align with Church teaching, including the principles of Catholic Social Teaching or Catholic moral teaching. If there is doubt about the alignment of the organisation's values with that of the Catholic Church, consultation must take place with the Head of Religious Education and Spirituality, or the Director of Catholic Schools, before approving a fundraising activity within this category.

The Cause or Need Should Provide Educational Resources

(16) Awareness raising, advocacy, and solidarity are a first order priority for Catholic schools in the support of social justice causes. Fundraising, while important, is a second order priority.

(17) To support the formation of heads and hearts, as well as the work of the hands, it is recommended that, when selecting agencies or causes to support, the school should prioritise those organisations or causes that provide educational resources highlighting the need behind, and impact of, their campaign.

Seeking Endorsement

(18) Endorsement to hold a fundraising event will only be granted where the fundraising event is consistent with the purpose of the Diocese, any other purpose stated in registration for an agency, or a related purpose that has been approved by the Head of Agency, or manager or principal, and relevant information about the fundraising event has been provided.

(19) When seeking endorsement for a fundraising event, a proposal should be prepared. The information in this proposal may include:

- a. How it relates to the purpose of the Diocese and/or school.
- b. The nature of the proposed activity.
- c. Financial and other impacts/obligations on workers and the community.
- d. Person/s responsible for keeping accurate financial records of funds collected.
- e. Details of the authorised worker seeking endorsement.
- f. Date and method money raised will be provided to the Diocese, agency, school or parish.
- g. A risk assessment to identify hazards and risks associated with the fundraising event and implement control measures that can eliminate or minimise risks.

(20) When the school principal forms the view that the fundraising activity is not consistent with the Fundraising Policy, they must refuse to accept the donation or undertaken fundraising activity. The final decision rests with the school principal with whom approval or endorsement is sought.

School Specific Statement of Practice

(21) It is recommended that schools develop a statement of practice specific to their context, that outlines clearly their approach to implementing the Fundraising Policy and Catholic Schools Support of Social Justice and Mission Agencies Guidelines.

(22) The statement is recommended to include the following elements:

- a. descriptions of the roles and responsibilities of the principal and Religious Education Coordinator/Ministry Coordinator, including contact details for the delegated representative for managing fundraising requests;
- b. a link to the Fundraising Policy, and a statement affirming that all staff and students must understand and follow this policy, particularly in obtaining approval and authorisation to undertake any fundraising activities from their principal;
- c. a link to the Catholic Schools Support of Social Justice and Mission Agencies Guidelines; and
- d. a summary of the major fundraising initiatives throughout the school year.

Section 5 - Document Review

(23) This guideline will be reviewed when there is a legislative change, organisational change, delegations change or at least every 3 years to ensure it continues to be current and effective.

Status and Details

Status	Current
Effective Date	20th March 2026
Review Date	20th March 2029
Approval Authority	Director Catholic Schools
Approval Date	6th March 2026
Expiry Date	To Be Advised
Unit Head	Jacqueline Wilkinson Director Catholic Schools
Enquiries Contact	Religious Education and Spirituality Services