

Fundraising Policy

PCH is committed to responsible fundraising practice. We are registered with the Fundraising Regulator and have signed up to the fundraising promise.

All fundraising by PCH volunteers or members of staff must be in line with the Code of Fundraising Practice. This ensures that all fundraising is legal, open, honest and respectful.

The Trustees are ultimately responsible for the fundraising activities of PCH but can delegate fundraising activities to others.

If you have concerns about our fundraising practice, and can't resolve your concerns with the Trustees, you should share them with the Fundraising Regulator (England, Wales & Northern Ireland) or the Scottish Fundraising Adjudication Panel (Scotland). You can find more information about these organizations on their websites.

Expectations

All volunteers and members of staff fundraising for PCH must ensure their fundraising is:

Open: Be clear with the public about what you're fundraising for, and make sure they have all the information they may need to make an informed decision. This might include details about what the fundraising is for, what charges an online fundraising platform has, and your relationship with PCH.

Honest: You, or your fundraising materials, must never mislead anyone. Never take advantage of a donor's error.

Respectful: You must be polite and respectful at all times. Never pressure someone into making a donation, and never take advantage of any donor who might be in vulnerable circumstances.

Legal: You must have the right permits or licences to fundraise on the street, on a private site (such as a supermarket), or when fundraising house-to-house. You must protect a donor's details in line with the PCH data protection policy.

Volunteers or members of staff responsible for fundraising for PCH must ensure that:

- If you are fundraising for a particular purpose, you include a statement saying what will happen to funds you receive if you raise more money than you need, or not enough to go ahead as planned.
- Funds raised for a particular purpose are used for that purpose.
- Any conditions attached to a donation are followed.
- Funds are never raised for a purpose which isn't in line with PCH's charitable objectives.
- Children under the age of 16 never have overall responsibility for handling or counting

money when fundraising.

- Accurate financial records are kept of the money raised.
- Any complaints are reported in line with our complaints policy, or that someone who wants to make a complaint is directed to our complaints policy.
- Any serious concerns about PCH's fundraising practices are reported in line with our whistleblowing policy. Examples of serious concerns include criminal offences, breaches of any legal or professional obligations, a breach of the Code of Fundraising Practice, or deliberate concealment of any of the above.

If you are fundraising for another charity as a PCH volunteer or member of staff, you must:

- Ensure that the other charity's aims are consistent with those of PCH.
- Obtain permission from the charity before undertaking any fundraising activity.
- Inform your donors where the funds are going, and if you're raising funds for more than one charity, explain what proportion will go to each.

If you suspect any illegal activity, or have a serious concern about PCH fundraising activity, please get in touch with one of the Trustees.

This policy will be reviewed by the trustees at regular intervals.

Adoption of this policy

The charity trustees formally accepted this policy on 18th July 2024 at the trustees meeting.

Signed



Toby Cosh

Chair of trustees