



SEVENOAKS  
PREPARATORY SCHOOL

## CHARITIES POLICY

### Rationale

The Prep is keen to support good causes. However, the school is inundated with requests to do so and it is impossible to actively support them all. The following policy was, therefore, been considered and introduced in January 2006.

The school will annually choose four official causes, one for each House, for which to raise funds. All requests for help received by the school will be acknowledged, stating that the relevant information will be placed in a charity file. The file will then form the basis from which the pupils and staff will choose when voting for their House Charities. Pupils and staff may also ask for additional charities to be considered.

In addition to these charities the school annually supports HopeHiv through Form 8's Social Entrepreneurs Project and Haller (more details of these appears later in this document).

At times in the school year, there are some charity campaigns that are aimed to include, if not specifically targeted at, schools. Should the school wish to support these days then the funds raised will be shared between the House Charities and those specified by external sources.

### House Charities – Years 3 to 8

#### Overview of the House Charity System

January

- House Staff and pupil representatives consider and research the charities in the school file and any others that have been proposed
- House Staff and pupils determine a short list of three charities to put to the pupil vote in their House\*
- At a House Meeting the House Captains make a presentation for each of the short listed charities to the staff and pupils in their House
- The pupils and staff vote using the form attached for the charity they wish to adopt for the year

\* It is hoped that this will be a pupil led activity, though guidance from members of staff may well be needed to: ensure that information regarding charities is not misleading; provide a rational approach to what can be an emotive subject; make a judgement as to whether a charity may be viewed as controversial (i.e. genetic

research). Where staff feel uncomfortable in making a judgement then this should be referred to the school's Management Team for a decision.

Once charities have been chosen, the staff and children discuss ideas for charity events and theme days to run throughout the year to raise money to be split between the four chosen charities. It is usual for members of these charitable organisations to make presentations on their charities to the children in assemblies and then to be invited back to receive our donations and let us know what the money will go towards. The Carol Service collection in December is split between the four charities and marks the end of the annual cycle

Prep Idol takes place in the first half of the Summer Term and is an annual fund raiser for our two adopted overseas charities, Haller and HopeHIV. The Form 8s run refreshment stalls and there is an auction which raises money to be split between the two charities. The Social Entrepreneurs Project for Form 8 pupils runs in the second half of the Summer Term and all proceeds from these projects go to HopeHIV.

### **The Junior School**

The Junior School supports some regular charities through activities such as Harvest Festival and are at liberty to choose different causes and campaigns to those selected in the Senior School. This will be under the control of the Head of the Junior School. Where the Head of the Junior School feels uncomfortable in making a judgement then this should be referred to the other members of the MT for a decision.

### **The Parents' Social Events Committee (SEC)**

Through some of its events and activities, the SEC raises funds for the school. The SEC does not actively raise money for other charities unless linked to the House Charity policy.

From time to time certain parents, independently from the SEC, organise events that are advertised for a specific charity that they individually support.

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## HOUSE CHARITY VOTING SLIP

Enter the number 1 in the box next to your first choice charity, a 2 for second choice and a 3 for your third choice. Make your numbers VERY clear.

Charity .....

Charity .....

Charity .....

The chosen charity will be the one with most first choice votes. If there is a tie, the number of second choice votes will be the deciding factor. If there is still a tie then the third choices will be considered. If it remains a tie then the charities involved will have funds shared equally between them.

## **The Social Entrepreneurs Project (SEP) and HopeHIV**

**The SEP** is a groundbreaking initiative developed here at Sevenoaks Prep. It is a scheme which combines enterprise education with social responsibility by encouraging pupils to set up and develop their own small businesses with profits going to help support HopeHIV ([www.hopehiv.org](http://www.hopehiv.org)) in their work amongst children in Africa, orphaned by HIV/AIDS.

Each pupil in Year 8 is given £10 seed capital and the challenge of turning it into £100 or more. Working in much the same way as traditional business entrepreneurs (using initiative, creativity and all resources at their disposal) they set about exploiting a target market, with the intent of making as much profit as possible!

Working in small groups, pairs or as individuals, students are encouraged to put together simple business plans, keep accounts and document the progress they make. Along the way, pupils are given expert business advice from visiting speakers and take part in business workshops organised by our local Amherst Rotary, who also generously provide the seed capital.

Through the SEP pupils are given an invaluable opportunity to learn and develop a whole range of skills associated with running a business: the management of people, time and resources as well as developing their communication skills.

OFSTED, the government's official inspector of schools commented that: "**Pupils make an outstanding contribution, both to the community and their own future economic well-being, through their involvement in the Social Entrepreneurs Project.**"

The SEP has gained support from people in the world of business and education and has two notable Patrons in the form of **Clare Connor** (Former England Women's Cricket Captain) and **Lewis Moody** (England and British Lions Rugby).

Whilst the Social Entrepreneurs Project has captured the imagination and attention of schools around the country, The Prep continues to be a 'beacon' for the project, leading the way in terms of innovation and effective business ideas.

Through the work of our young social entrepreneurs, literally tens of thousands of pounds has been generated for HopeHIV, through a myriad of business ideas. This money has made a significant difference in the lives of hundreds of children as we have been able to help fund several projects across Africa.

Pupils have had a lot of fun engaging in the SEP and have learnt valuable skills to help them for the future; recent power-point presentations to investment bankers at Barclays Capital have proved educationally rewarding experiences. **No doubt the Prep's SEP pupils will continue to astound with their creativity and resourcefulness.**

A 'SEP Calendar of Events', along with suitable information for parents and pupils, is published each Summer Term to integrate the SEP enterprises into the day to day life of the school (another valuable lesson in team work, logistics and planning for our budding entrepreneurs).

Examples of successful enterprises have been: 'Bennett's Bears' - Sevenoaks Prep's own Teddy! Cinema Nights, various 'Tuck Shops', Krispy Kreme Donuts, Plaxtol Pizzas, handmade cards, Prep Idol merchandise and Limelite's CD, a music and sports memorabilia auction, to name but a few!

### ***Overview of the SEP Process at the Prep***

#### *January*

Members of the local Rotary group (Amherst) visit the school along with parent volunteers with specialist business skills to hold 'business workshop' tutorials. These introduce the children to basic business concepts, discussing ideas and the practicalities of implementing the enterprises. There is a general introduction to the pupils on the role of the SEP and its link to HopeHIV and the relevance of the Rotarians being present and why they are willing to donate the seed capital for the pupils' business ventures. The pupils are then divided into small tutorial groups for the workshops. These involve four principles of business: initial concepts, logistics / planning, marketing and finance / accounting.

*Extracts from the school website regarding the 2007 visit:*

#### **Business Training Day (Form 8 Social Entrepreneurs)**

We were talked to, in groups of four or five, by four distinguished businessmen/businesswomen: Mrs Oldroyd, Mr Pears and two of the leading members of the Rotary Club in Sevenoaks. They told us all about how to work effectively in groups and to **work on our weaknesses and do well in our strong areas**. We learnt how to use our best strengths **to give hope to the poorest and most vulnerable AIDS orphans in Africa**.

It was **extremely productive**, and, if profits and feelings count, which they do, it really paid off.

*Anders*



*February / March<sup>2</sup>*

Pupils will be assigned a member of staff to mentor them through the project. They may also take advice from friends and family and the school are able to contact the Rotary club on their behalf. Plans are formed and activities and events diarised. In order for this to happen the pupils will need to liaise with the school's finance team to negotiate costs for their overheads and with the administration team to coordinate events in the school diary. They will need to consider how they can grow their business from a somewhat conservative amount of just £10 per head.

*April / May<sup>2</sup>*

Members of the Amherst Rotary visit again for the official launch of the SEP. It is at this point that they donate the £10 per head seed capital. May also sees the first event for the Form 8 entrepreneurs to 'exploit' - the school's Prep Idol (battle of the bands) concert. They set up merchandising stalls, etc.

*June*

Following the 13+ exams the SEP gets under way with the pre-organised programme of events and ventures established in the school diary.

*July*

The Form 8 entrepreneurs make presentations to 'real' businessmen about their enterprises from conception to implementation and state how much they have raised from their seed capital. In the past this has seen us invite representatives from Credite Suisse to the school and be invited to the boardroom of Barclays Capital's Canary Wharf offices and more recently we have been to present to Sevenoaks Amherst Rotary who sponsor the SEP.

<sup>2</sup>Also during these months visits from well known business people are programmed in to the Form 8 pupils' PSHE lessons so that they get a feel for real business ventures. For example Karen Millen told the students in 2006 how she had started out in fashion design, how her business grew into a worldwide enterprise from modest beginnings and how and why she eventually sold the business.

More information on the SEP and the information we provide for the children can be found on the Children's Area of the school's website.

## **About Haller**

The Haller Foundation was established as a charity in 2004, after Louise Piper (founding director) met Dr Rene Haller, a land rehabilitation expert and an inspirational pioneering force in Kenya. Haller takes a unique approach to community development through its belief that the economy and the environment should always be in balance if communities are to be truly self-sufficient. This ensures that they don't help a community through one problem only to find that it is held back by another.

## **Sevenoaks Prep and Haller work together to build a sustainable community in Kenya**

In 2008, when bringing in its new school uniform, Sevenoaks Prep donated the old clothing to the Haller Foundation to see if it could make use of them in Kenya. As a result, school dresses and football shirts were flown out to Kenya, free of charge by British Airways. Later, we received some amazing photographs of the smiling children of a small Kenyan community wearing our uniforms and became determined to get involved further.

We decided to try to raise money to build a school. Education is "free" in Kenya but parents must pay for uniform, books and the children often have to walk for hours to the local school. Most Government schools are ill equipped at best and nonexistent in remote areas. Often there will be 800 children crammed into a few classrooms with no desks or books and sharing a single toilet. In January 2009 we started an appeal to "build-a-school". Haller identified a remote community that needed our help, that of Mdengerekeni about 20km north of Mombassa.

To make the goal of building a school and education outreach centre more manageable, we split the costs into their component parts (walls, floors, water butts) and made a 'totaliser' to enable the children, teachers and parents to monitor progress towards the target. We raised an amazing £10,000 through a number of fundraising events and sponsorship.

The foundations of the school were started in late June and by September 2009 the structure of the school and outreach centre were built. The guttering, water butts and desks and chairs were added next. The school is solar powered and equipped with desks and chairs. The first children were welcomed to the school in January 2010. Water butts now provide adequate water for drink and crops, enabling the children to attend school rather than having to fetch and carry water (previously a 4 hour round trip). And, it's not only the children who are educated. Haller provides environmental lessons at the school to teach both parents and children how plants grow and how to become self-sufficient.

This is a long term commitment and Sevenoaks Prep continues to raise money to help maintain the school in Mdengerekeni and to pay its teachers.

Working closely with the Haller Foundation, staff and parents at Sevenoaks Prep launched an appeal to support the community in Mdengerekeni - The Lime Green Lace Appeal. Now run by Haller, the Lime Green Lace Appeal encourages schools in the UK to take part in fun and educational fundraising activities to help children in

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Kenya.

An educational pack can be ordered by schools wishing to start their own mini campaign through Haller's web site [www.haller.org.uk/lime-green-lace/](http://www.haller.org.uk/lime-green-lace/)

This information can be found on the school's website in the About Us area and following the charities and Haller links. For more please visit [www.haller.org.uk](http://www.haller.org.uk)

**Philip Oldroyd**

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