



GIFT POLICY

POLICY REGARDING DONATIONS OF GIFTS OR MONEY

Personal Gifts:

Dunscore Pre-school Centre appreciates that parents will often want to give a small personal gift to staff for appreciation of work done. These are often given on special occasions such as a child leaving the centre or Christmas. In

order to ensure that there is no misunderstanding it is our policy that:

- ▶ A child must be accompanied by their parent/ carer before a gift is accepted.
- ▶ Care must be taken to ascertain if this is a personal gift or a gift for the group before it is accepted.
- ▶ Appropriate acknowledgement is given.
- ▶ Gifts must not be accepted for the personal gain of the gifter or their family (e.g. favouritism towards any particular child)

Gifts to the Centre:

Money gifted to the group must be used for the purpose of running the group or purchase of appropriate equipment, etc.—unless specified for a specific purpose by the gifter.