



9th October 2018

Dear Parents/Carers ,

PARENTAL CONTRIBUTION 2018/2019
TO THE MAINTENANCE OF THE SCHOOL BUILDINGS

In voluntary-aided schools, such as St Mary's and St John's CE School, the Governors are responsible for the maintenance of the school buildings. Part of your responsibility in choosing a Church of England school for your child's education, includes an annual parental contribution. The Governors ask you to take this responsibility seriously.

Money raised by the Governors through parental contributions is administered by the London Diocesan Board for Schools ("LDBS"), who carry out necessary work on the school buildings. Every ten pounds raised from parental contributions can unlock up to a further ninety pounds from the LDBS pool of funds. Further funds can be received from the "taxman" through the government's Gift Aid scheme. These significantly multiply the impact of your contribution and the benefits to your children's education.

During the 2017/18 academic year, this money was used to refurbish and upgrade the KS2 boys and girls toilets at the Neale House campus and roof repairs at Bennett House campus.

The recommended parental contribution this year (2018/2019) is £40 if you have one child at the school (£25 for a Nursery child), £65 for 2 children or more. (Contact the office if you would prefer to pay in termly installments)

Please complete the attached standing order and gift aid forms and return them to the school office. Alternatively, you can enclose a cheque, payable to "St. Mary's and St. John's CE Governors Account"

Parents with children already at the School will be able to pay online via ParentPay.

The governors thank you in anticipation of your positive response.

Yours sincerely

Chair of Governors of St. Mary's and St. John's CE School

Name of Child: _____ Class/PAM: _____

- I enclose a completed Standing Order Form
I already pay by standing order (if you already pay by standing order, this item will be removed from your Parent Pay account once payment has been confirmed)
I enclose a cheque for the sum of £ _____

We ask you to consider the Gift Aid Declaration as well which will allow us to claim tax back from the government and increase the funds to the school at no extra cost to you. Thank you.

I enclose a completed Gift Aid Declaration Form Date: _____



STANDING ORDER FORM

Setting up a standing order is the most convenient way to pay your contribution for the duration of your child's time in the school. Another benefit is that your contributions remain at a fixed level during that time. You can cancel the standing order directly with your bank at any time or upon your child leaving the school. Please complete this form in BLOCK capitals and return to the School Reception in an envelope marked "Attn: Governors – Development Fund" accompanied by your Gift Aid Declaration Form (if appropriate).

Please debit my account in accordance with the details in this Standing Order Form

To:

Name of my Bank _____

Branch name of my Bank _____

Sort Code: _____

Bank Address: _____

Account Number: _____

Account Name: _____

Please pay to the Governors of St. Mary's and St. John's CE School,

Barclays Bank, Brent Street, Hendon, Account No. 80647837, Sort Code 20-29-37

The sum of:

£ _____ annually to commence on 1st November 2018

Or;

£ _____ quarterly to commence on 1st November 2018

(This allows you to spread the payments over four dates three months apart from each other; please use as reference your child's name)

I hereby authorise you to set up this standing order payment on my account

Signed (all authorised signatories) _____

Date: _____

Reference: _____ (Your Child's Full Name)

If you are a UK taxpayer completing this Gift Aid declaration to accompany your donation will allow the Governing Body to claim extra money back from the government for use on school development and maintenance projects. This is at no additional cost to you and will increase the value of your contribution to the fund. If you are a higher rate taxpayer, you will also be able to claim tax back from the government in respect of your donation

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Gift Aid declaration – for past, present & future donations

To: The Governing Body of St. Mary's and St. John's CE School

Please treat as Gift Aid donations all qualifying gifts of money made

today only

today + in the past 4 years

today + in the future

Please tick all boxes you wish to apply.

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand the charity will reclaim 25p of tax on every £1 that I give/have given on or after 6 April 2011.

Donor's details

Title ----- First name or initial(s) -----

Surname -----

Full home address -----

Postcode -----

Date -----

Signature _____

Please notify the Governing Body of SMSJ if you:

- Want to cancel this declaration
- Change your name or home address
- No longer pay sufficient tax on your income and/or capital gains.

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

More about donating through Gift Aid can be found on the HMRC website <http://www.hmrc.gov.uk/individuals/giving/gift-aid.htm>