

# Saint Mary's Catholic Primary School



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Dear Parent or Guardian,

30<sup>th</sup> June 2014

## School Maintenance Fund

As a Church school we enjoy the great privilege of being able to educate and nurture our children in our faith. We are free to teach Catholic Religious Education, to worship in an expressively Catholic way and to pass on Catholic moral and social teaching. We are different from Community schools in that we do not receive all of our funding from the Government. It is only right that we, as a faith community, pay for the freedom that we have to teach our faith. This is true of all Voluntary Aided schools whether they are CofE, RC, Sikh, Jewish or Muslim. Like other Voluntary Aided schools we only receive 90% of the money needed to run the school. Like these other schools we ask our parents for contributions to make up the shortfall. We use this money to run the school and pay for improvements and building work.

The Governing Body is responsible for the maintenance and improvement to the school premises. In order for work to proceed Governors (on your behalf) must fund 10% of the cost of any works. The Governors have a rolling programme of repairs and refurbishment throughout the school. During summer 2012, the fire alarm was upgraded and the cold water intake was switched to main feed as well. The Governors made a substantial financial contribution towards the refurbishment of the Nursery, inside and out, installing a new boiler and improving the lighting.

The Governors are very aware of the current economic climate, and we are now encouraging all parents to pay £5 per month by Standing Order, to spread the donation over the year in a manageable amount and to greatly reduce the amount of administration dealing with the receipts.

We ask each family to contribute £60 (or if they wish, more). This is per family and not per child and is the same as the amount requested since 2010. Arranging to pay small regular amounts helps budgeting. If families prefer to pay annually by a cheque or cash, they may continue to do so.

### **PLEASE READ THE INSTRUCTIONS ON THE FORMS VERY CAREFULLY**

#### Paying by Standing Order as Gift Aid – both Form A and Gift Aid form

If you are currently paying tax, the Diocese on behalf of the Governors can claim back the tax on your contribution to the Maintenance Fund. For example, if your contribution is £60 we can get an additional £15 from HMRC. All you need to do is complete the Gift Aid Form and Form A. Assuming all parents who contribute to the fund pay Income Tax we could claim back over £3,000. If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that is reclaimed, you must cancel your declaration.

#### Paying by Standing Order (not as Gift Aid) – Form B only

If you are unable to pay as Gift Aid, payment can be made direct to the Governors' account. All you need to do is complete Form B

Return the completed forms to the School Office in an envelope addressed to **“St. Mary's Governors' Fund”**.

On behalf of the Governors, we thank you for your generosity. Your support enables us to continue to provide pupils and staff with the environment necessary for the best possible Catholic education.

Thank you for your support.

Yours faithfully

A handwritten signature in black ink, appearing to read "Faithful" or similar.

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