

St Francis' Catholic Primary School

GOVERNING BODY

Chair of Governors: Nathalie Walsh



Whyteleaf Road
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Dear Parents,

New Governors' Fund and School Fund arrangements from September 2019

I want to take this opportunity to welcome our families back to school and the new academic year. This letter explains our new arrangements for the Governors Fund and School Fund and does have a reply slip that everyone needs to return.

We all chose St. Francis' for our children's education for many reasons and in doing so, we chose a voluntary aided school. This enables us to ensure the Catholic faith is the heart of what we do and how we teach your children. Without this, the school would lose some of its distinctive character and popularity.

However, being a voluntary-aided school also has funding implications. This year we are changing the way we ask for voluntary contributions so that it is clearer for parents how their money is being used to benefit the children.

Governors' Fund

The government pay voluntary-aided schools for the day-to-day running costs, but only 90% of buildings, maintenance and any capital costs. Therefore, when we undertake buildings and maintenance projects to improve the facilities for the children, the Governors have to find the remaining 10% and any remaining non-funded monies, or the project cannot go ahead. This fund helps us to strategically plan for future capital projects. This has enabled us, over the past few years, to improve security arrangements around the school with new security doors, external fencing, emergency lighting and CCTV; provide new windows; re-roof parts of the school and refurbish the junior toilets. This year (as you can see in the playground) we are refurbishing one of the modular classrooms with new external walls and roof, efficient heating, toilets and a space that can be used for interventions and break-out areas, as well as a music room.

Capital costs can also include IT equipment and the Governors' Fund has facilitated us updating some of the SMART boards in classrooms, as well as our new secure sign-in system. In the coming year, we need to continue updating IT provision in classrooms to ensure the school benefits from the latest technology.

None of this would be possible without the generous contributions of our parents and we thank you for your support in this. To make it easy for parents to contribute and enable us to plan ahead, we are asking parents to set up a monthly standing order of **£5 per family**. This equates to £60 per year to contribute towards these capital costs and ensure that your children are taught in a stimulating and secure environment with good facilities. This money can go straight into our Governors' Fund to be used for capital projects. In addition, if you are a UK tax-payer, we are able to claim Gift Aid on these donations. These means that at no

additional cost to you, the school will receive an additional 25p for every £1 donated, turning a £5 monthly donation into £6.25 in funds for the school. (See forms A and B.)

School Fund

In addition to the Governors' Fund that covers capital expenditure, we also have a School Fund (see form C). This has been set up to pay for additional curriculum enrichment experiences that we offer the children. For example, we do not ask for parental contributions for the Christmas pantomime. This fund also enables us to provide extra educational resources, subscriptions and licences that are not provided for in the school budget. Please note that this fund is not to cover specific school trips and events.

Donating to our School Fund enables us to enhance the experience that your children get in school. We ask for an annual donation of £30 per year **per family**. There are three options to make this contribution:

1. Our online payment system, Tucasi, either as a one-off payment, or in instalments.
2. By setting up a monthly standing order of £2.50 direct into the school fund account (please see the details on the attached form)
3. By cheque made payable 'St Francis School Fund'.

We readily acknowledge that the financial climate is not good for many families and that some parents may find difficulty in contributing to these funds. We appreciate whatever you are able to give. Please note that if you make a partial payment via Tucasi, the remainder will show as 'money owed'. This is the system's terminology, which we cannot alter. We recognise that these payments are voluntary and if you inform the office, they can reduce or remove the amount shown as 'owing'. The different payment options are detailed on the attached sheets (forms A, B and C). Please complete forms A and C to confirm you have received this letter and return them to the school office. For budgeting purposes, it is helpful if payments are made before the end of the Spring term 2020. Every penny donated is used for the benefit of your child(ren)'s education.

Please remember to also complete the Gift Aid Declaration (form B) if you are a UK taxpayer, to help your money go further.

Your contributions are essential in meeting the needs of the school, so please do consider making a regular contribution as a commitment to your children's education and an investment in their learning.

We do hope that you will participate in the scheme to allow the Governing Body to fulfil their role of maintaining a safe and secure school building, and providing our children with the environment and resources that will help them to flourish.

Yours sincerely



Nathalie Walsh

Chair of Governors

GOVERNORS FUND – REPLY SLIP 2019-20**A****PLEASE COMPLETE IN ALL CASES**

Suggested donation to the Governor's Fund to cover Capital costs (building works and IT) is £60 per year, per family, or £5 per month.

Name of your youngest child:	Class:	Please tick
I have received the letter concerning the Governors' Fund.		
I enclose my donation of: £60*or other £.....*		
I have set up a standing order directly with my bank for: • £5 per month* or £..... per month*		
I am a UK Tax Payer and have completed the Gift Aid Form below. *		
<p><i>* Please delete as appropriate</i></p> <p>To set up a standing order, please use: Bank: Santander Account Name: St Francis' School Governors' Fund Sort Code 09-01-51, Account No: 65997206 Please use your surname and '2019' as the reference.</p> <p>Please write cheques to <i>St Francis' School Governors' Fund</i></p>		
<i>Signature</i>		<i>Date</i>

THE GOVERNORS OF ST FRANCIS' CATHOLIC PRIMARY SCHOOL**B****GIFT AID DECLARATION FORM****Donor details**

First name	
Middle Name	
Surname	
Address	Postcode
<p>Please treat all gifts of money that I have made in the past 6 years and all future gifts of money that I make from the date of this declaration as Gift Aid donations.</p> <p>I note that I should tell The Governors of St Francis Catholic Primary School if I no longer pay an amount of UK tax at least equal to the tax reclaimed on my donations.</p>	
<i>Signature</i>	
<i>Date</i>	

SCHOOL FUND – REPLY SLIP 2019-20**C****PLEASE COMPLETE IN ALL CASES**

Suggested donation to the School Fund towards trips
is £30 per year, per family, or £2.50 per month

Name of youngest child:	Class:	Please tick
I have received the letter concerning the Governors' Fund.		
I enclose my donation of: £30*or other £.....*		
I have set up a standing order directly with my bank for: • £2.50 per month* or £..... per month*		
<i>* Please delete as appropriate</i> To set up a standing order, please use: Bank: Lloyds Account Name: St Francis' School Fund Sort Code 30-91-72 , Account No: 00922317 Please use your surname and '2019' as the reference. Please make cheques payable to <i>St Francis' School Fund</i>		
Signature		Date