Mrs. K Reid
Head Teacher

T 020 8654 2260
W st-johns.croydon.sch.uk
E office@st-johns.croydon.sch.uk

St. John's Church of England (V.A.) School

Spring Park Road
Shirley
Croydon
CR0 5EL

Dear Parents/Carers,

ANNUAL CONTRIBUTION TOWARDS SCHOOL DEVELOPMENT FUND

As a Voluntary Aided Primary School, each year we are obliged to pay a set sum per pupil to the Diocesan Building Fund. This fund assists with the upkeep and improvement of our buildings. In addition to this fund, we are also expected to contribute a further 10% of any other funded capital building projects.

In order to minimise the impact of this financial contribution on our school budget we ask every parent/carer who is able, to contribute £50 per child to the School Development Fund, from which we make the payment to the Diocese. Contributing to the School Development Fund is a great way to support the School and to ensure that our buildings and facilities are kept in the best condition.

Whilst the School Development Fund payments are voluntary, any shortfall has to be funded from the School's budget which already has huge pressure on it.

We do hope that all parents/carers will support the school by contributing to the fund, enabling us to continue to improve the school's environment, whist ensuring the education budget is protected and used for the greater benefit of the children at St. John's.

Details on how to pay can be found below, and if applicable please complete a gift aid form, as this really does help to increase the contributions made, making your donation go further.

Should you have any queries, please do not hesitate to contact me via School Office.

Thank you for your support.

Yours faithfully,



Mrs Reid
Headteacher

How to pay?

We offer two different methods of payment:

1. Our preferred method of payment is via standing order which needs to be set up directly with your bank. This sets up a payment and will mean that you will not have to arrange future payments as they will be automatic. Please use your Child's initial and surname as the bank reference.

Please arrange payment to: St. John's Development Account
Sort Code: 56-00-46
Account No: 31015387

Payment can either be made in four instalments or as one payment: Please instruct your bank as follows:

- the sum of £12.50 to be taken in quarterly instalments on the 28th days of October, January, April and July commencing on 28th October 2026.

OR

- the sum of £50 to be taken annually; the first payment should be on 28th October 2026 and thereafter annually on the 28th October starting 28th October 2026.

2. *Alternatively, contributions can be collected through ParentPay – our online payments system. Enrolment details for this platform will be sent to you once your child starts in September.*

Gift aid

If you are a UK tax payer, you can decide to 'Gift Aid' your contribution. Using Gift Aid means that for every pound you give, the school can claim an extra 25 pence from the Inland Revenue. Gift Aid is a fantastic way of boosting our finances and therefore we would be grateful for you to complete the attached Declaration and return it to the School Office. You only need to submit the form once as we can reclaim gift aid from all future contributions.

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GIFT AID DECLARATION

Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current UK taxpayer.

St. John's Church of England (V.A.) School

☐ I want to Gift Aid any donations I make to St. John's Church of England (V.A.) School.

Please Tick

I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

Donor's details – It is Important that all sections are completed!

Title…… First name…….

Surname……

Full home address……..

…… Postcode…….

Date…….

Signed: ……

Name(s) of children at St. John's**……**Class **……..**

……Class **……..**

……Class **……..**

Please notify St. John's Church of England (V.A.) 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.