

**Mrs. M Martin**  
Head Teacher

T 020 8654 2260  
F 020 8239 7134  
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**St. John's Church of England (V.A.) School**

Spring Park Road  
Shirley  
Croydon  
CR0 5EL



28<sup>th</sup> February 2019

Dear Parents/Carers,

**ANNUAL CONTRIBUTION TOWARDS GOVERNORS' SCHOOL DEVELOPMENT FUND**

Please find attached a flyer providing information on the Governors' School Development Fund. This Fund is required to fulfil the School's contribution to capital building works - as a Voluntary Aided School, St John's is required to contribute 10% of the cost of capital building works, with 90% being covered by Local or Central Government funding.

In line with other Voluntary Aided schools, we ask every parent/carer to make an annual contribution to the School Development Fund and the requested figure for this year is £50.00 per child. Although these payments are voluntary any parental contributions which are not paid will ultimately have to come from the School's educational budget as we are obliged to contribute to the diocesan building fund whether or not we receive the voluntary payments from parents.

It would greatly assist the school in being able to plan works if you were able to set-up a standing order with your bank using your eldest child's name as a reference and the following bank details:

**St John's Development Account**  
**Natwest Bank, Croydon High St Branch**  
**Sort code: 56-00-46 Account number: 31015387**

Alternatively, contributions can be made through the *ParentPay* system and is now available as a payment item.

If you are a UK tax payer, you can 'Gift Aid' your contribution. Which means that for every pound you give, the school can claim an extra 25 pence from the Inland Revenue, helping your donation to go further. Gift Aid is a fantastic way of boosting our finances and I would strongly urge you to complete the attached Gift Aid Form and return it to the School Office. The good news is that you only need to submit the form once and we can reclaim gift aid from the last four years and all future contributions.

Contributing to the School Development Fund is a great way to support the School and to ensure that our buildings and facilities are constantly improved.

We do hope that all parents/carers will support the school by ensuring they contribute to the fund to enable us to continue to improve the school's environment, and to ensure the education budget is kept for the greater benefit of the children at St John's.

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

Thank you in anticipation of your support.

Yours faithfully,

Mrs Martina Martin  
Head Teacher

David Nicholls  
Treasurer of the Governors' Fund

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**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.

**GIFT AID DECLARATION – MULTIPLE DONATION**

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

I want to Gift Aid any donations I make in the future or have made in the past four years 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.....

***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.*