

# Milverton Primary School

September 2009

To Parents and friends of Milverton Primary School

## **Milverton School Fund**

Last year we introduced the Milverton School Fund. Rather than asking you to make voluntary contributions throughout the year for special activities at school, we invite you to contribute instead to the School Fund.

### **What is the School Fund for?**

The School Fund will pay for special enrichment activity days and events throughout the year. Last year the school fund paid for:

MADD About Science week  
MADD about the World week  
Skip-Hop skipping workshops  
Resources for food technology

Chinese New Year  
Winter Festivities workshops  
MADD About Money Week  
A Chiltern Railways 'experience' to Stratford-on-Avon

It is not intended to cover major trips such as those involving coach travel or swimming.

### **How will the School Fund benefit our children?**

We're sure your children will tell you how much fun these special days and events are. They enrich the curriculum at our school and provide the children with really memorable learning experiences.

### **How much money is needed?**

The suggested voluntary contribution is £10 per family per term, but you are of course free to give more if you feel able.

The total collected will be shared across the classes and year groups in the school. If there is not enough to cover the activities planned the school will have to ask for further voluntary contributions, or restrict the activities.

### **How do you contribute?**

Please send in your contribution for this term by 2<sup>nd</sup> October via your oldest child in the attached envelope (cheques made payable to Milverton Primary School Fund). Thank you.

If you would like to set up payment for subsequent terms by standing order then please see Mrs Hart in the office.

Last year we successfully applied for Gift Aid status. If you are a tax payer, and have not previously completed a declaration, we would be grateful if you would also complete the attached declaration with your contribution. Doing so, should mean that a £10 contribution is actually worth £12.80 to the school fund.

### **How will we know how the money is spent?**

You will receive details of which events were paid for from the School Fund at the end of each school year. Hopefully you will also get lots of positive feedback from your children!

If you have any further questions please contact me.

Yours sincerely  
Ben Wilde  
Headteacher

# **Milverton School Fund**

Child(ren)'s Name(s): \_\_\_\_\_

Class(es): \_\_\_\_\_

Please delete as appropriate:

- I enclose a donation of £\_\_\_\_\_ which should be treated as an annual donation.
- I enclose a donation of £\_\_\_\_\_ for the term and will be making the same donation at the beginning of each term.
- I do not wish to contribute to the school fund.

If you wish your donation to be treated as a Gift Aid donation and have not already completed a form please complete a Gift Aid declaration form (on reverse) and return it to the school with this reply slip.

Please delete as appropriate:

- I have previously completed a gift aid declaration.
- I have completed the attached gift aid declaration.
- I do not wish to complete a gift aid declaration.

Signed: \_\_\_\_\_

**Milverton Primary School Fund  
Gift Aid Declaration**

Name of Charity: Milverton Primary School Fund

Title .....Forename(s) .....

Surname.....

Home address .....

.....

..... Post Code .....

I want the Milverton School Fund to treat

\*the enclosed donation of £ ..... as a Gift Aid donation

\*all donations that I make from the date of this declaration until I notify you otherwise as Gift Aid donations

\*delete as appropriate

**You must pay an amount of Income Tax and/or Capital Gains Tax at least equal to the tax that the charity reclaims on your donations in the appropriate tax year (currently 28p for each £1 you give).**

Signed: .....

Date: ...../...../.....

**Notes:**

1. You can cancel this Declaration at any time by notifying the Milverton School Fund.
2. If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that the Milverton School Fund reclaims, you can cancel your declaration.
3. If you pay tax at the higher rate you can claim further tax relief in your Self Assessment tax return.
4. If you are unsure whether your donations qualify for Gift Aid tax relief, please contact the Milverton School Fund – via the school office or refer to the 'Donations to Charity' page on the HMRC web site – <http://www.hmrc.gov.uk/charities/donors/gift-aid.htm>
5. Please notify Milverton School Fund if you change your name or address.
6. Any contact should be made to the Milverton School Fund via the school office.