



CHRIST THE SAVIOUR  
C OF E PRIMARY SCHOOL



**Maintaining and  
developing our  
buildings and  
resources**

# Governors' maintenance fund

We are grateful for the generosity of successive generations of parents who have contributed to maintaining our beautiful school buildings and other resources. Many parents will be used to contributing to this fund and perhaps also to other schools.

We have prepared answers to some frequently asked questions to explain the how the Governors' Fund is used.

The requested voluntary contributions have been kept at a comparably low rate by the Governing Body at:

£72 per child per year

£12 per half term

£7.20 per month over 10 months

You'll notice maintenance fund contributions in your ParentPay payment options, and you can choose to pay the whole amount, or in instalments.

We strongly encourage you to Gift Aid your contribution. You can opt to pay in instalments each term, or in a lump sum. Some parents choose to pay more than the requested amount each year for each pupil.

The maintenance fund ontributions have remained at the same level for the past six years, but we have had to raise them this year to accommodate increased costs, reduced government funding, budgetary pressures and our ambitions to deliver outstanding educational facilities for every one of our pupils.

The fact sheet that follows should answer any questions about how the money is used to fund essential maintenance, improvements, re-developments and refurbishments of the school buildings. Contributions also fund enrichment opportunities for the entire school community.

Thank you for your contribution to the Governors' Fund.

Allison McAllister  
**Finance Governor**

Leslie Blavo  
**Chairman of Governors**

# Frequently asked questions

The annual parental contribution to the school maintenance fund is the most important financial contribution a parent can make to support the aspirational mission of our school.

## WHAT IS THE GOVERNORS' SCHOOL MAINTENANCE FUND?

All church schools are required to manage their own fund, which includes the maintenance of buildings. Parents make an annual contribution for each child at the school.

## WHAT IS THE FUND USED FOR?

The fund is used by the Governing Body to cover:

- External and internal refurbishment;
- Ongoing maintenance work to the buildings, which can include property developments and general upkeep;
- Contributions to any capital expenditure over £2000;
- Purchase of land for school use;
- Insurance and building security;
- Discretionary items, such as pupil hardship, facility enrichment and staff development and retention activities.

It ensures we create and maintain the best school infrastructure possible – for our current and future pupils.

Church schools have had to operate maintenance funds for some decades now, and there are parts of our school that have been beautifully built or extended by successive generations of parents.

## WHY DO WE NEED TO MAKE THESE CONTRIBUTIONS?

Church of England schools, in common with other

faith schools, are required to contribute 10% towards the cost of any refurbishment or building work that exceeds £2000.

The Governing Body ensures the best use of our available space to provide a first class education.

## WHAT HAS THE FUND BEEN USED FOR RECENTLY?

Recent investment includes: wireless internet system; computing facilities and equipment on both sites; expansion feasibility studies; a new nursery; new buildings on the Broadway site; stage facilities on the Broadway site used by pupils school-wide; musical enrichment; new telephone systems; purchase of the land at the back of the Grove site for the development of an outdoor play area; new playgrounds on the Grove.

Pupils enjoy the benefits of these facilities, all of which significantly enhance the ethos and educational mission of our school.

## WHY AND HOW SHOULD I PAY?

You have chosen a Church of England education for your child(ren). On accepting a place you have made a commitment to supporting the school in this way and we really depend upon your contribution to this fund. Your contribution equates to £1.60 per week (per child).



ParentPay<sup>®</sup>  
[www.parentpay.com](http://www.parentpay.com)

## The easiest way to make your contribution is through our ParentPay system.

### HOW DO I PAY?

Annually: £72

Half-termly: six instalments of £12

Monthly: 10 instalments of £7.20

You can Gift Aid your contribution if you pay UK taxes.

### WHAT IS GIFT AID, AND HOW CAN I HELP THE SCHOOL BENEFIT FROM IT?

Donating through Gift Aid means that as a registered charity, the school can claim an extra 25p from HM Revenue and Customs (HMRC) for every £1 you give. It won't cost you any extra.

You need to make a Gift Aid declaration for us to claim. Your donations will qualify as long as they're not more than four times what you have paid in tax in that tax year (6 April to 5 April).

### IS THERE A BENEFIT TO ME OF GIFT AIDING MY DONATION?

If you pay tax at the higher or additional rate, you can claim the difference between the rate you pay and basic rate on your donation. Do this either:

- through your Self Assessment tax return
- by asking HMRC to amend your tax code

### EXAMPLE

You donate £100 to the school; we claim Gift Aid to make your donation £125. You pay 40% tax so you can personally claim back £25 in tax relief (£125 x 20%).

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### WHAT IS PARENTPAY?

It is an online payment system that enables you to pay for maintenance fund and other items such as music lessons, school lunches and school trips.

### HOW DO I MAKE PAYMENTS?

You should already have a username and password for your ParentPay account. Please contact the school office if you need assistance.

### WHAT ARE THE BENEFITS?

- ParentPay is a secure payment site and gives you a history of all payments you have made
- Allows the merging of accounts if you have more than one child at school
- Shows you all items available for payment relevant to each of your children
- Emails a receipt of your payment to the email address you register
- Offers you the option to set automated email/SMS payment reminders

### HOW DOES PARENTPAY HELP OUR SCHOOL?

- Reduces banking administration time and paperwork
- Keeps accurate records of payments made to every service for every student
- Payments do not bounce
- Easy refunds direct to parent account
- Makes payment collection more efficient and reduces cash held on school premises

### HOW DOES PARENTPAY HELP ME?

- Freedom to make payments to school whenever and wherever is convenient for you
- Avoid having to write cheques or find cash
- Gives you the peace of mind of secure payment
- Helps with budgeting; payments are immediate
- Saves you filling in permission forms for trips as you tick a consent checkbox during payment for offsite visits
- Never miss a payment or have insufficient credit with automated email/SMS alerts