



ST JAMES'

CATHOLIC HIGH SCHOOL

8th October 2019

Dear Parent/Carer

Re: Diocesan School Building Fund

As you will be aware, St James' is a Catholic Voluntary Aided school. Our Voluntary Aided status gives us the freedom to provide a unique Catholic education which you have chosen for your child, but also carries certain responsibilities. Like other Local Authority Maintained schools across the country, St James' receives capital funding to cover the cost of the maintenance and development of the school's site and facilities. However, our Voluntary Aided status requires the Diocese to meet 10% of these capital costs itself.

Prior to 2000, the cost of this 10% was met by the Diocese, directly from the regular giving of parishioners at Mass within its parishes. Against the context of falling Mass attendance, in 2000 the Diocesan School Building Fund was established to meet the cost. **This fund is supported by voluntary contributions from the parents of our pupils, with a suggested amount of £15 per pupil each year.**

The Diocesan fund has supported several projects over recent years, including the refurbishment of our pupil toilets, spaces within the main building and our recent medical room. The most recent project being the refit of the Food Technology room during Summer 2019. These projects would not have been possible without the support of the fund. It is also important that you are aware that where insufficient contributions are received from parents to meet £15 per pupil, the balance must be paid from the school's own revenue funding – the funding that we receive to meet the day to day educational needs of our pupils. This typically costs the school almost £12,000 each year.

If you would like to make this voluntary contribution, please do so using ParentPay our online payment system. If you are having problems accessing your ParentPay account please contact the Finance Office on 0161 482 6903.

If you set up a Direct Debit or Standing Order whilst your child was attending a primary school within the Diocese, please ensure that you cancel this. Although these contributions are all paid to the Diocese, your payment will be allocated to the previous school meaning that St James' will still be charged.

Thank you for your ongoing support.

Yours faithfully

Mr A Pontifex
Headteacher

Mrs Juliet Doherty
Business Manager

GIFT AID DECLARATION

SHREWSBURY ROMAN CATHOLIC
DIOCESAN TRUSTEES REGISTERED
Registered Charity No. 234025

Gift Aid Declaration for regular/periodic donations	
ZSJCH	For Office Use Only

ST JAMES' CATHOLIC HIGH SCHOOL - CHEADLE HULME

Mr / Mrs / Miss / Ms
(please delete as appropriate)

Christian Name(s)

Surname

Full Home Address

Postcode

I request that all qualifying gifts of money that I have made to the above named charity since 6 April 2014 and all qualifying gifts of money that I make hereafter shall be treated as Gift Aid donations. 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.

Date of signature	/	/	20....
	(day)	(month)	(year)
Signature of donor	<input type="text"/>		

Please notify the Diocese of Shrewsbury if you: i) change your name or home address; ii) no longer pay sufficient Income Tax and/or Capital Gains Tax; or iii) want to cancel this Declaration

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 & Customs to adjust your tax code.

Protecting your Privacy

This parish is part of the Diocese of Shrewsbury and a record of your personal information and donations will be held by the Diocese and stored securely on the Diocese's database. We comply with data protection and marketing legislation and the Fundraising Regulator's Code of Practice. We do not transfer your data to third parties to use for their marketing or fundraising purposes. The Diocese will use your details to administer your gifts. This may include sharing your information with external organisations working on our behalf such as IT support companies, or when required by law (e.g. to claim Gift Aid).

We would also occasionally like to send you news by post on the work of the Diocese and give you the opportunity to support future appeals.

If you do not wish to receive these communications, please tick this box

Many thanks for your support. You can read our full Privacy Notice at www.dioceseofshrewsbury.org/about-us/privacy-notice The Statement also contains details on how to opt-out of further communications from the Diocese if you change your mind at a later date and how to update your preferences.

Please hand this form to your parish or send it to:-
Planned Giving and Gift Aid Service, Diocese of Shrewsbury, Curial Offices, 2 Park Road South,
PRENTON, CH43 4UX Phone: 0151 652 9855 Fax: 0870 094 1142

This Parish is part of the R.C. Diocese of Shrewsbury Registered Charity No. 234025

05/2018