



Parental Voluntary Contributions

Dear Parent/Carer,

Thanks to the hard work of all students, staff and parents / carers, Coombe Wood School (CWS) has thrived since opening in September 2018. Current students are making excellent progress in all areas of school life. They are helping to build an outstanding reputation for CWS and as a result, 1784 students had applied for one of the 180 places available in September 2022.

The funding that supports all of this fantastic progress is in place. However, you will likely have heard press reports of school funding reductions in recent months and years. This is reality not myth and rest assured it is one that we have factored into our financial planning.

There are tough times throughout the school year when every school sees opportunities to be able to do more to help their students. This inevitably will involve input of time from staff but likely also involve some level of financial input too. These opportunities could be for individual students, groups of students or year groups as a whole.

As an example, these are some of the things we have thus far used Parental Voluntary Contributions for: **school trips to enhance learning experiences, equipment for House competitions/trophies, counselling and professional sports coaching.**

Parental Voluntary Contributions offer a financial lifeline for funding extra enrichment opportunities for our students and I would be very grateful indeed if you would consider contributing £10 - £20 on a monthly basis.

If you are able to contribute, we offer a number of convenient payment options and request that you indicate here which option you would like to utilise:

- Standing Order
- Direct bank transfer
- ParentPay

If your preference is for Standing Order, please complete the attached forms including, if you are a UK taxpayer, the Gift Aid Form as this will allow us to increase your contribution by 25% at no additional cost to yourself.

Following receipt of your chosen option above, the Finance Department will contact you in due course to confirm your payment reference number which will need to be used against each donation to allow us to correctly identify the receipt.

We will update parents and carers via parent communications each term to inform you of how your generous Parental Voluntary Contributions have been used.

Yours faithfully,



Ms N Williams

Headteacher

Parental Voluntary Contributions via Standing Order

Coombe Wood School would like to welcome Parental Voluntary Contributions through 'Standing Order' payments. If you make a contribution, we would also appreciate it if you would 'Gift Aid' it.

PLEASE COMPLETE THE GIFT AID FORM AND THE STANDING ORDER FORM, RETURNING BOTH TO THE SCHOOL ON SEPARATE SHEETS OF PAPER.

GIFT AID FORM

Are you a UK Taxpayer?

If so, you can use Gift Aid to make your donations go further by completing this declaration. Coombe Wood School will reclaim 25p of tax for every £1 that has been given.

It's simple - just tick the box below to help your School achieve more.

- Yes, I am a UK taxpayer** and I agree to Coombe Wood School claiming tax on all past, present and future donations I make. Please treat my donations as Gift Aid donations. By ticking this box, I confirm that I am paying or will pay an amount of Income Tax and/or Capital Gains Tax to cover the amount Coombe Wood School and any other charities or Community Amateur Sports Clubs (CASCs) will reclaim for the tax year (6th April one year to 5th April the next year). Council Tax and VAT do not qualify towards Gift Aid. Coombe Wood School will reclaim 25p of tax on every £1 that has been given.

- I am not a UK Taxpayer**

Donor's Details

Title	Forename	Surname
Address		Postcode
Signature		Date
Student		Form

Please notify the school 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 HMRC to adjust your tax code.


STANDING ORDER FORM

Parental Donation

Details of the account from which payments will be taken

Bank or Building Society Name	Address
Branch	
Account Name	Account Number
	Sort Code

Details of the account to which payments will be made

Account Name	Reference Number (For Office use only)
CWS Parental Donations	
Bank or Building Society Name LLOYDs	Account Number 58453668
	Sort Code 30 98 36

Payment Details

Regular Amount (in figures)	£	Please pay monthly on 1 st <input type="checkbox"/> 15 th <input type="checkbox"/> (please tick)
Date of first payment	Date of last payment	

Your Details

Name	Address
Signature	
Student Name	Student Form

GIFT AID

Please include a Gift Aid Form if you are a UK taxpayer so the school can claim an extra 25% on your donation.

WHERE TO SEND

When completed, please return this form to the Finance Department at Coombe Wood School who will forward to your bank or building society.

Please ensure the date that you have entered for the first payment is at least 14 days from the date of posting to allow processing time. Thank you