



Friends of Crofton Infant School (FoCIS) Fund

Thank you to those of you who have contributed to the Friends of Crofton Infant School Fund this school year.

If you have elected to pay termly, may we kindly remind you that it is now time for your Spring Term contribution.

Many of the extras we like to offer to enhance the children's learning cost money over and above the funding received by the Government for "essential" items. The Friends of Crofton Infant School (FoCIS) Fund was established to enable us to meet these extras.

The FOCIS Fund operates through the Parent Staff Association which is a registered charity. This means the school can take full advantage of Gift Aid tax reclaim. A donation of £60 to the FoCIS Fund under a gift aid declaration will allow the school to claim a tax refund of £15.00 based on current tax rates. If you have not already done so, we would appreciate the completion and return of the attached form.

We suggest a donation of £5 a month (£60 a year/£20 a term) per child, and parents who contribute in this way will receive no further requests for voluntary contributions towards events/trips in the academic year.

Many thanks for your continued support

Payment Options

Standing Order If you wish to contribute by standing order, the bank details are as follows:

Sort Code: 40-36-17

Account No: 11417673

This is our recommended method of payment as you are able to use an end date for when your child is due to leave the Infant school and once set up requires no further action. Please contact your bank for a standing order form or follow the on-line procedures for your individual bank.

Parentpay If you would prefer to pay by Parentpay please go to www.Parentpay.com, select the tab marked 'payment items', tick against Friends of Crofton Infant School Fund and follow the instructions on screen.

Cheque/Cash If paying by cheque, please make your cheque payable to The Friends of Crofton Infant School. If you would like to pay termly, you can send in 2 cheques, one of which is post dated for 1st May 2012.

Please put any cash donations in a sealed envelope marked with your child's name and class number, and Friends of Crofton Infant School Fund contribution.



CROFTON INFANT SCHOOL
PARENT STAFF ASSOCIATION ("The Charity")

Donations to the Friends of Crofton Infant School Fund

GIFT AID DECLARATION

Child's Name:	Class:
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Details of Donor:

Title Forename(s) Surname

Address

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..... Postcode

I wish the Charity to treat all donations I make from the date of this Declaration until I notify you otherwise, or until my child/children has left the school.

Signed Date

Notes

1. 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 tax year (25p for each £1 you give in the 2011/12 tax year – equivalent to basic rate of 20%).
2. You can cancel this declaration at any time by notifying the charity.
3. If in future your circumstances change and you no longer pay tax on your income and capital gains tax equal to the tax that the charity reclaims, you can cancel your declaration (see note 1).
4. If you pay tax at the higher rate you can claim further tax relief in your Self-Assessment tax return.
5. If you are unsure whether your donations qualify for Gift Aid tax relief, ask the charity (via the School Office), or ask your local tax office for leaflet IR65.
6. Please notify the charity if you change your name or address.
7. Please be assured that all personal details will be kept in a Private and Confidential secure folder.