



Lawrence Sheriff School Parents' Association

c/o Lawrence Sheriff School, Clifton Road, Rugby, CV21 3AG

April 2006

PARENTS' ASSOCIATION SUBSCRIPTION SCHEME

Dear Parent/Guardian/Friend

Over the years, the Parents' Association has supplied funding to the school for a wide range of needs from annual Testicular Cancer Presentations and curtains for the Big School Hall to supporting the recently successful Specialist Status bid and I.T. equipment for the refurbished Music & Drama Department. The P.A. funds similar requests and regular major P.A. events such as the Christmas Fayre, Plant Sale, Summer Fair and the Grand Draw ensure that the social aspect of the school community is not lost. These events also give opportunities for the community at large to come along and enjoy themselves whilst helping to boost the coffers! As the P.A. administration is undertaken solely by volunteers we do not have the resources to separate the mailings according to individual wishes, so please bear with us if you receive invitations to events that do not interest you.

Family membership of the Parents' Association is automatic on the student's entry to the school. However, we should like to invite you to give a subscription to the P.A., which will provide us with the opportunity to set future budgets for the supply of school equipment, support of extra-curricular experiences, activities and major departmental projects.

As the Parents' Association has now been awarded charity status it is the ideal time to make the best use of the Gift Aid scheme, which allows charities to claim the income tax for donations made by tax-payers. This scheme increases a basic taxpayer's donation by 28%, i.e. for a £10 donation the tax man adds £2.82 (£3.84 for higher tax rate payers). That's an extra boost to funds without it costing you a penny more!

What to do next:

Attached to this letter, you will find the necessary form to complete regarding the Gift Aid scheme and a Bank standing order mandate should you wish to subscribe in this way.

Members of the P.A. committee will be on hand at the **Induction Evening on Tuesday 11th July** to collect your subscription, the completed *giftaid it* form (where appropriate) and/or the standing order form.

If you make an annual or single payment to the P.A. by cash or cheque, this can also be registered for Gift Aid if you are a tax-payer. Just enclose the *giftaid it* form with the (first) payment.

Even if you are a non-taxpayer you can still set up a standing order to the P.A., but please notify us if your tax status changes in the future so that we can supply you with the relevant declaration form.

We appreciate that some of you may not wish to commit to regular payments and there is no obligation for you to do so. Please rest assured that we are very grateful for any alternative support you can give to our cause, such as joining the P.A. committee, attending events, donating cakes, prizes etc! Many thanks for your time and attention.

Kind regards

Sarah M Stuart, P.A. President

P.S. We certainly don't want to "make demands" regarding the level of subscription, however, some new parents last year asked for guidance on the amount. Might we suggest a single "lifetime" subscription of £25 if you are comfortable with that? If you prefer an annual subscription of £5, it would still be very much appreciated. Obviously the more you can contribute, the more we can enrich your son's experience at LSS. Thank you.

giftaid it

Student Name:

I would like to make a donation to Lawrence Sheriff School Parents' Association (Charity No: 1101219) using Gift Aid. My details are:

First name.....Surname.....

Address.....

.....Postcode

I would like to Gift Aid the enclosed donation of £_____

I would like to Gift Aid all donations I've made to Lawrence Sheriff School Parents' Association since 6 April 2000 and all donations in the future until I notify you otherwise.

To qualify for Gift Aid, what you pay in income tax or capital gains tax must at least equal the amount the charity will claim in the tax year.

For the attention of P.A. Treasurer. Thank you.

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STANDING ORDER MANDATE

*** Please delete as appropriate throughout**

To:.....Bank,Branch

Address:.....

New instruction OR Amendment to previous standing order*

Account to be debited: Number: Sort Code:-.....-.....

Account Name(s):

If joint, please ensure all parties to the account sign the Gift Aid Declaration

Beneficiary Details:

Sort Code: 54 : 41 : 00

Account No. 05108845

Account Name: Lawrence Sheriff School P.A.

Reference: LSS PA Subscription/Gift Aid*

Date of first payment:...../...../.....

Frequency: Monthly/Quarterly/Annually*

Payment: £10.00 / £15.00 / £25.00 / £50.00 / Other - Amount of payment: £.....

Payment in words:

Until further notice OR Date of last payment:...../...../.....*

Signature(s):