



May 2023

Dear Parents,

On behalf of the school's Governing Committee, may we welcome you and your family to St Charles Borromeo Primary School, which belongs to a group of academies, called the Xavier Catholic Education Trust.

We look forward to helping your child learn and grow in a happy and supportive environment and believe you will quickly see why our school is viewed this way.

The School Development Fund (SDF), which is a voluntary contribution, is normally used to cover additional school activities, resources and expenditures that are not covered by the school budget. In recent years, the SDF contributed £35k towards our Carlo's Room extension to the school which has been an invaluable addition to the wellbeing of pupils.

However, the fund is increasingly having to be used to balance the school's annual budget and will be vital over the next year in supporting the school through the challenges caused by both inflation and the adverse economic environment. Unless there is a radical change in Government policy, we will continue to be reliant on the SDF to maintain our current levels of classroom support and resources, both of which may have to be increased due to current circumstances. The fund will be pledging, for example, over £50,000 in the 2023/2024 year focused on consumable assets, maintenance and building development (such as air conditioning units in some classrooms) which improve the wellbeing and environment for our children and staff. These funding initiatives will be wholly funded by the School Development Fund.

It is highly likely that we will also have to draw on the SDF's resources to balance the school budget for the foreseeable future. We are consequently asking families for a contribution to the School Development Fund. You will find enclosed a Standing Order Mandate which we would please ask you to complete and return to the school office. The form allows you to contribute £30, £60, £100 or 'other amount' per month, or an annual sum of your choosing. We can claim back the income tax paid on your donation and it is essential we do as much as we can to maximise contributions to the school. To enable the school to do this, we kindly ask you to complete the enclosed Gift Aid Form if you are a tax payer. This will increase the amount of your donation, without costing you any more. We are, of course, most grateful for a one-off donation to assist us through the current financial difficulties and if your wider family would like to assist at this time, we would be most appreciative. Please feel free to distribute the Standing Order form around your extended family if this is the case.

The majority of our families in the school contribute in this way and we are particularly appreciative of the high percentage that contribute generously. Standing orders reduce our administration costs and assist us in allowing us to plan ahead. However cheques are of course welcome and should be made payable to *St Charles Borromeo School Governors*. Many employers also operate Match Funding and/or other similar funding schemes that could increase your contribution. We know how busy parents are, but if you think your employer may run one of these schemes, we are happy to assist in any administration that might be involved. 100% of the School Development Fund goes to the school and each year we publish details of how the money is spent.

If you are able to consider a lump sum donation to the school at any time in the future that would be greatly appreciated.

/continued overleaf

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Finally, may we wish your child a very happy time at St Charles. We hope as parents you will enjoy the support and friendship of our School and Parish community.

Thank you so much for supporting our school.

With best wishes,



Conor O'Broin
Vice Chairman of Local Governing Committee



Stephen Holt
Headteacher

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