



## Assumption Grammar School Ballynahinch

Principal: Peter Dobbin BA (Hons), PGCE, MSc, PQH (NI)



10th October 2017

Dear Parents/Guardians

Re: Voluntary Contribution Reminder

Over the past few years the funding and resources provided by the Department to the school have been progressively reduced. To date we have carefully managed the school's budget to ensure that the high quality of your daughter's education is maintained. However, it is increasingly difficult to do this by relying solely on the finance received from the Department of Education.

It is against this background that the income the school receives from your voluntary contributions plays such an important part in helping us to continue to provide and enhance the many wonderful and enriching experiences for your children.

The Board of Governors, therefore, asks our parents and guardians to consider making a voluntary contribution of £60 per pupil per year. Where there are two or three children from the same family attending the school, a payment of £20 for each additional child would be welcomed. A payment of £100 is the maximum amount we would ask of any family with 3 or more children.

If you wish to make a payment and are a UK taxpayer, the school will benefit further from your contribution if you complete and return the Gift Aid Declaration. By way of example, a Gift Aided payment of £60 is worth £75 to the school. I wish to thank all those who have already signed a Gift Aid form in the past and would encourage everyone to consider doing so.

If you have already paid your contribution for this school year, please ignore this reminder and accept our thanks for your continued support. If not, it would be gratefully appreciated if you could complete and return the Remittance Advice Form along with your payment which can be made by Cash, Cheque, Debit / Credit Card. Alternatively you can pay by Direct Debit (Mandate enclosed) which will be payable over 5 months ending in March. This mandate will then remain in place each year for the duration of your daughter's time at the school.

To assist with our administration and to enable us to plan for the remainder of this academic year it would be appreciated if payment/Direct Debit Mandate could be returned by Friday, 20th October 2017.

If you have any queries about your voluntary payment or Gift Aid, please do not hesitate to contact me and I will be glad to help.

Please return paperwork and payment to Mrs Casement (Admin Office).

Yours faithfully

Mr Gerard McQuade  
Director of Corporate Services



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