



PLYMOUTH HIGH SCHOOL FOR GIRLS

Tuesday 6th March 2018

MARCH NEWSLETTER

Dear Parents, Carers and Students

Who would have thought that as we moved into the month of March we would be facing snow and I would be making 'white weather' decisions on the school's closure! This is the first time at PHSG that I have had to shut the school completely. On previous occasions I have at least managed a later start each day. The younger girls in particular were so excited to see snow that it reminded me what a rarity a significant snowfall is in the south west.

This is my last ever newsletter to you all and therefore I am writing with very mixed feelings. Time is passing swiftly with just over 3 weeks left before I hand over my responsibilities as Headteacher to Shaun Willis, who will be our Interim Headteacher. I will continue to teach my Year 7 History classes until 11th May and will be fortunate to join some of the Sixth Form on their trip to Tuscany during Curriculum Enrichment Week in the summer term so students will still see me around school for a little while longer.

I have such great affection for Plymouth High because of my wonderful students who are such an inspiration, and members of staff who are so dedicated to the school, wanting to achieve the very best for our young people. It is therefore with great sadness that I will be saying goodbye. My retirement has not been an easy decision and has come sooner than I had once anticipated. As I have always said, it is a privilege to be the Headteacher of such a school as Plymouth High and time has flown by, probably because I've always enjoyed coming to work. I have so many fond memories of my time here.

However due to the state of my health this is the right time to hand over the leadership reins. Some of you may remember that back in 2014 I was absent from school with sciatica. When I returned to school I then developed numbness down my right side. The diagnosis is one of remitting and relapsing multiple sclerosis so a bit of a waiting game for me until the next episode which may or may not occur. All I do know is that every time I see my consultant he says I need to cut down on my stress levels and get more exercise. This job doesn't really help me do this! Trying to manage the budget over the past few years I must admit has been particularly stressful. However I have been determined not to leave until I was confident that we are managing the short fall in funding and that the school's finances will recover in the next couple of years. This is now the case and the school's future is secure.

Reflection on 10 years of Headship at PHSG

I have been in post since January 2008 and therefore completed just over 10 years in post. I was here on a part time basis during the autumn term of 2007 which was a great help as it meant that when I arrived in the January of 2008 I already knew my way around, had got to meet members of staff and begun to find out about the many strengths of the school and areas for improvement.

I have seen many changes come and go. When I took up post Plymouth High had been a specialist Technology College for several years and was just submitting plans for re-designation. In 2008 we also succeeded in achieving a second specialism in Languages. Unfortunately, as is often the way with government initiatives, in October 2010 Michael Gove announced changes to the specialist schools programme and from April 2011 the additional funding to schools was removed. This did not mean that we stopped carrying out our priorities from our STEM and Languages plans. We continued with as many enrichment opportunities for our own girls as we could, but without the additional funding we had to cut back on much of our outreach work.

By the end of the autumn term of 2008 we had heard that we had been successful in achieving authorisation to deliver the International Baccalaureate Diploma Programme starting in September 2009 and had thus gained International Baccalaureate World School status. We were the Local Authority's chosen school for this programme. (Tony Blair had wanted the IB to be on offer in at least one school in every Local Authority). The challenge was always to recruit enough Sixth Form students onto the qualification and unfortunately with further budget cuts and the government stepping back from promoting the IB in favour of 'gold star' A Levels, after two years of running the programme we had no choice but to drop this qualification from our Sixth Form curriculum as too few students were prepared to commit. Such a shame!

Teaching staff have also had to cope with major changes to the curriculum. The Diploma programme was disbanded by the Government after they had spent millions on its introduction. This was then followed by new specifications for GCSE and A Level which are still on going along with changes to assessment at Key Stage 3 and Key Stage 4. We are just seeing the introduction of a numerical grade system at GCSE replacing letters.

Within the period of my Headship the school has gone through 3 Ofsted inspections and a Science subject inspection. These took place in January 2009, September 2011 and November 2016 with the subject inspection in February 2013. Each inspection saw a new a more rigorous set of criteria for us to be judged against!

The Ofsted report of 2009 gave the judgement of overall effectiveness as satisfactory. This report identified the complacency within the school at that time and this gave me the mandate I needed to bring about improvements which I proceeded to do with more rigorous quality assurance procedures and a better focus on quality teaching and learning and outcomes. The report did acknowledge that the school was improving and that "The dynamic headteacher, who took up post in early 2008, has made a strong start in tackling a legacy of high attainment but limited progress" and "as a result of the inspirational leadership of the headteacher, the school is beginning to develop plans to enable sustained improvement and further raise the aspirations of staff and students". It's always rewarding to have one's successes recognised!

By the report of 2011 the school's overall effectiveness and its capacity for sustained improvement had been judged as a 2 (i.e. good) thus demonstrating the progress we had made from the previous Ofsted and then in the Ofsted of 2016 it was judged that the school continues to be good and that "improvements in the quality of teaching in the sixth form have brought about better outcomes for students in most subjects". The report also stated that: "Leadership team has maintained the good quality of education since the last inspection" and; "has addressed all areas identified in the last inspection"; "senior leaders and governors have a common and accurate view of the school's strengths and weaknesses", "the school development plan is sharply focussed".

I am proud of the school's high academic achievement and over my 10 years here I have seen our results both at GCSE and A Level improve. The achievements of all our students past and present serve as a testament to their commitment, the skill and dedication of our staff and the incredible support we receive from parents and carers. But an education system based on passing exams fails our children. Our students are encouraged to seize the wealth of opportunities on offer here and I am sure you will agree that the true measure of an outstanding education is to be found in the quality and variety of learning experiences each young person is afforded. No two children are the same and it is only through trying lots of different activities that we have the best possible chance of finding our own way to success.

My vision holds the school's motto, "For Life Not School We Learn", at its heart and this remains our guiding principle. Examples of the opportunities we offer our students are numerous. International work is particularly strong (International Schools Award reaccredited 2015-18); a 14 year partnership with Ahantaman School, Ghana; links with Confucius Institute China. Students benefit from many enrichment opportunities: additional GCSEs: Astronomy, STEM activity; Formula 24 Greenpower race; National Bar Mock Champions 2013, 2017; Mock election 2015, Model UN, public speaking competitions, subject-linked visits; French/German exchanges; House Festivals; charity events; Duke of Edinburgh Award; Young Enterprise Winners 2016 Plymouth, SW Regional finalists; Gold Sports Mark Award; a variety of clubs held at lunch times and after school.

There are also many ways students can get involved in leadership opportunities that enrich students' experiences, helping them take responsibility and contribute to decision making thus enhancing their own and others' expectations which in turn increases progression and enjoyment of learning. For example: Head Student Team; House Teams; Subject Captains; Junior House Captains; Students Leaders; Form Captains.

I am touched by the very kind words a parent, having heard of my retirement, has written to me saying: "Retirement is an emotional occasion for you and for those of us who have grown to know you. In your case, it is particularly poignant as we parents have grown to love you for all the fine attributes of your headship....., you embody the school motto perfectly about learning for life, beyond the confines of academic achievement..... At all times we note lovely girls, young women, intensely proud of their school, liking every lesson, striving harder, achieving....."

The school is renowned for being a happy place to work where people matter and their personal wellbeing and safeguarding is a high priority. In the Ofsted survey 98% of you felt their child is happy at school and 100% of parents agree or strongly agree their child feels safe at school. Every year I have met with all of the Year 7 students either in the autumn or spring term, and it is clear that they settle in well and are happy at the school. They talk about the family, friendly, caring atmosphere we foster here.

I shall miss Plymouth High, my students, staff and governors who have supported me. It has been a privilege to be the school's Headteacher and I know I can leave feeling proud of all that I have achieved.

Grand Spring Draw

Our Grand Spring Draw will be called at the Year 7 and 8 assembly on Monday 19th March. All students have been given two books of raffle tickets to sell. I hope you have seen these and they are not lost at the bottom of a bag! Each ticket costs a pound. I'm delighted that many of the girls are asking for more books of tickets to sell. This is a House competition but they must remember to write A, K, L or T on the ticket stub as the PTFA hasn't time to check House details! I'm always disappointed when some students do not even try to sell any tickets to family or friends but just hand their books back. The money we raise will be used to purchase sets of **Chromebooks** to improve our IT capability. Monies and counterfoils should be returned to student reception in a clearly marked envelope and there is only two weeks to go. Any raffle tickets that your child is unable to sell should be returned to school. Additional books are available from school reception or from the House Captains if you are able to sell more.

Changes to the arrangements for the last day of the Spring Term

Please note that we have taken the decision to change the time students will be dismissed on the last day of term. This will now be between **1.00pm and 1.30pm** after our end of term assembly on the last day of the Spring term, **Thursday 29th March**. The reason for this is my retirement! This will give an opportunity for me to say my farewells to students at the assembly and for staff to gather for a luncheon when students have left.

For those who have Free School Meals, the girls will have plenty of time during break to use the canteen. The Contract Buses will run at their normal time. We will of course make arrangements for any girls who cannot get home at 1.00pm and are staying behind in school, by providing work and supervision for them.

It only leaves me to hope that you all have a very enjoyable Easter break when the holiday arrives. At least the cold weather should have disappeared by then! I also wish everyone the very best for the future.

As always, please do not hesitate to contact us if you have any concerns or queries. We always do our best to answer them.

Yours faithfully



Mary Utton
Headteacher

DEPARTMENTAL NEWS.....

P E DEPARTMENT

TEAM ACHIEVEMENTS



The Year 9 netball team finished 2nd in the Plymouth Schools League. Thank-you to the PTFA and the Sports Council for raising the money for the netball dresses; the teams certainly now look the part!



The Year 8 indoor athletics team partnered up with the boys from St Boniface and qualified for the Devon Schools final after coming 3rd in the Plymouth round. They did one better by finishing 2nd out of the Plymouth schools in the finals and the girls were placed 7th overall out of 16 teams. Janea came 1st individually in the standing long jump and 2nd in the triple jump. The team included: Janea Oligan, Charley-Anne Healy, Cara McVeigh, Heidi Balfour, Alex Kinsey, Libby Weddle and Hannah Tyrrell (who is not pictured but competed in the first round). Well done to all of the girls.

The following students are attending the National Junior Indoor Rowing Competition in London on the 8th and 9th March after qualifying in the regional event. We wish them lots of luck.

Taylor Wassall Year 11 Jenna Taylor- Kemspster Year 10 Millie Clench Year 9 Lucy Hall Year 9 Maisy Staples Year 9	Ella Sice Year 9 Ellie Childs Year 11 Janea Oligan Year 8 Klara Evans Year 8 Caitlin Hine Year 9
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INDIVIDUAL ACHIEVEMENTS

Swimming

Aimee Brownridge has been achieving great things over the past few months with her swimming. She has competed in the Devon Championships, winning the Junior Champion title for 50 metres Butterfly in a time of 29.46 seconds. A time that ranks her 5th in Great Britain and 2nd in England for her age group (14 years)! She also won a bronze medal for the 50m back and 2 gold medals in 100 Fly and 200 Back. She has also competed in the EuroMeet in Luxembourg, gaining PB's in 3 events and top 8 finishes in her 1st International competition. We are very proud of you Aimee.



Erin Powell competed in the Devon County Championships and won a gold medal in the 50m free and a silver medal in the 200m breaststroke. Well done Erin!

Congratulations to Niamh Hutchinson who won her age group (13yrs) 800m free on February 25th. She won it in such a fast time that she was in the fastest 8 swimmers of the championship and was awarded a Championship medal. Niamh is presently ranked 2nd now for her age group in the South West. Well done Niamh.

Dressage

Scarlett John is making great progress in her dressage with a training weekend in March with the GB squad followed by a competition at the end of the month competing at the Championships of Great Britain, held in Wales. We look forward to hearing how you get on Scarlett.



Fencing

We would like to wish Steven Macpherson huge amounts of luck as he is representing GB in the U17 Fencing Team in Sochi, Russia competing in the European Championships on the 3-6th March both as an individual and in a team.



He recently competed in Denmark Poland and achieved 15th place out of 200+ competitors and is up for selection for the commonwealth games currently ranked 3rd in GB under 17.

Steven is currently looking for sponsorship to help him to achieve his goal of competing at the Olympics so if you are able to help in any way, the please contact the PE Department.

Art Department

On Thursday 8th February the annual ART2DAY Exhibition launched in the Cube3 space, at Plymouth University. The exhibition displays work from GCSE, A Level and Foundation art courses across the city and we were very proud to have so many pieces selected from our GCSE and A Level artists. Year 12 Art Captains Brodie, Poppy and Charlotte joined Miss Brake in helping to install the work which was a great chance for them to get some hands-on experience working in exhibition spaces and making curatorial decisions. If you missed the launch of the show, the exhibition runs until the 23rd March and you are welcome to walk in off the street on your way up or down North Hill.



Earlier this month, art department staff visited Devonport Guildhall to have a look at the exhibition space we will be using for this year's final show. We will be working with the historical and intriguing stone cells beneath Devonport Guildhall which has been turned into a gallery. This gives our A Level groups a chance to be very inventive with how they would like to display their work, and we are looking forward to seeing how it turns out!

Students from all years submitted a total of 24 entries to the Student Planner Competition and we were all very impressed by the quality of the designs. The winning design will be printed on the front cover of next year's Student Planners, stay tuned to find out the results!

Year 11 and Year 13 Art students have started the fast-paced exam projects with energy and enthusiasm. Year 11 are responding to the title "Fragments" and Year 13 are responding to "Freedoms and/or Limitations". Having initially dived in and gathered lots of different ideas, students have now filtered their ideas down to one specific area of interest and are beginning to learn relevant skills that they require from artists they have selected. We wish luck and determination for this last push to what has been a brilliant and very successful GCSE cohort.



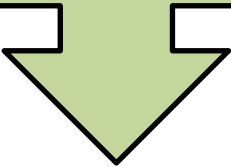
OVERDUE LIBRARY BOOK PROCEDURE

We would like to share our new library procedure with you as we are sadly finding that girls are not bringing their books back promptly which deprives other girls of the opportunity of reading the most popular titles. We gave the girls an amnesty for returning all their overdue library books during this half term, so as from Monday 19th February this will be the new system regarding overdue books. If you wish to discuss any overdue books with the librarian please email Miss Harris: aharris@phsg.org.

Library books can be borrowed for a period of 2 weeks. We expect books to be returned on or before the due date but if this doesn't happen then the following overdue book procedure will be used;

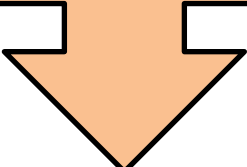
1st OVERDUE NOTICE

If a library book is more than a week overdue then a library reminder slip will be put into the register to be handed out by your tutor. This reminder will ask you to return your overdue book within the next two days.



2nd OVERDUE NOTICE

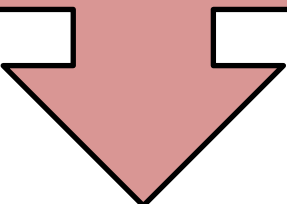
If the book hasn't been returned after the first overdue notice then the student receptionists will deliver a reminder directly to you. This reminder will ask you to return your overdue book by the following school day or a lunch time **DETENTION** will be given.



3rd OVERDUE NOTICE

If the book still hasn't been returned after the second overdue notice then the Head of Key Stage (HOKS) will be notified and asked to intervene with a **HOKS DETENTION** given.

If the book is not returned the next day, then **parents will be contacted and asked to pay for a replacement copy.**



E SAFETY

We all know how much time teenagers spend on their phones and computers, on social media or "researching". In school we regularly discuss e safety with students but we are aware that parents often question what they can do. If you are interested in learning more, have a look at www.internetmatters.org which has lots of good advice and links to support parents.

<https://www.internetmatters.org/advice/14plus/>



PARKING IN AND AROUND THE SCHOOL SITE



May I remind parents that there is NO PARKING on the school site or collecting/dropping off students on the double yellow lines outside our school gates.

May I also ask you to be considerate to the residents who live in close proximity to the school. I continue to receive complaints from our neighbours and can understand their anger and frustration!

A number of parents wait in their cars to collect their daughter after school. Parents park on the double yellow lines, block alleyway entrances and exits and park in residents' bays for which a resident has to pay for a permit. This often means for residents returning home at a similar time that they are unable to park their cars.

Not only is this inconsiderate, it is on occasions dangerous as drivers are not always watching carefully where our girls are as they come out of school.

Thank you.

STUDENTS LEAVING SCHOOL DURING THE SCHOOL DAY

For safety reasons if your daughter has to leave school during the school day, and you are unable to collect her, she must have a note in her planner with clear instructions that you give permission for her to leave unaccompanied. Without your express instructions to this effect we will not allow any students to leave school unless they are collected by an adult from reception.



CAR ACCIDENT ON HOUNDISCOMBE ROAD

Can you help?..... Did you see?..... On Wednesday 28th February, one of our parents had parked in Houndiscombe Road. Unfortunately it was hit by a car which came skidding out of St Lawrence Road and it has been written off.

They are very keen to hear from anyone (including students) who might have witnessed the accident. If you did see something please can you advise the school and we will put you in touch.

Thank you.

SCARLET FEVER AWARENESS

Public Health England has asked us to write to parents regarding the increase in outbreaks of Scarlet Fever.

Scarlet fever is a common childhood infection caused by *Streptococcus pyogenes*, or group A streptococcus (GAS). The early symptoms of scarlet fever include sore throat, headache, fever, nausea and vomiting. After 12 to 48 hours the characteristic red, pinhead rash develops, typically first appearing on the chest and stomach, then rapidly spreading to other parts of the body, and giving the skin a sandpaper-like texture. The scarlet rash may be harder to spot on the skin of some Black and Asian people, although the 'sandpaper' feel should be present. Patients typically have flushed cheeks and pallor around the mouth. This may be accompanied by a 'strawberry tongue'. As the child improves peeling of the skin can occur.

As per national Guidance on Infection Control in Schools and other Child Care Settings, children and adults with suspected scarlet fever should be excluded from school for 24 hours after the commencement of appropriate antibiotic treatment. Good hygiene practice such as hand washing remains the most important step in preventing and controlling spread of infection.

Please refer to the following website if you would like further information.

<https://www.gov.uk/government/publications/scarlet-fever-symptomsdiagnosis-treatment>



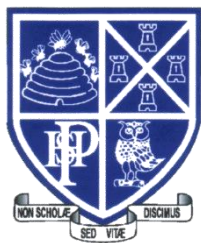
Help Us Raise Funds for Research into Brain Tumours

This devastating disease kills more children and adults under the age of 40 than any other Cancer. Just 1% of the national spend on cancer research has been allocated to brain tumours.

Mrs Lawrence Felton and The School Sports Council are asking all students & teachers to wear a hat on this day & kindly pay a donation of £1.

We will also be holding the Best Hat Competition and we will be holding a fabulous Cake Sale during break time on that day!





Plymouth High School for Girls

A Grammar School maintained by Plymouth City Council

St Lawrence Road, Plymouth PL4 6HT

Tel: 01752 208308

Fax: 01752 208309

Email: jchalmers@phsg.org

Website: www.phsg.org

NOR: 795 including 6th Form of 197

Headteacher: Mary Utton

Psychology – A Level Teacher

Contract 0.8

Post available fixed term for 1 year

Pay range dependent on qualifications and experience (pro rata)

Required from September 2018

We are seeking to appoint a high achieving, innovative and inspirational teacher.

The successful candidate will:

- Be an excellent practitioner with a proven track record of success
- Be fully committed to high standards and expectations
- Be reflective of their practice, with a drive to improve
- Be a genuine team player who will participate fully in the wider activities of the school
- Have the ability to enthuse and motivate students.

Candidates should contact Miss Joanna Chalmers, e-mail jchalmers@phsg.org for an application pack and informal enquiries. Further information and an application pack may also be downloaded from our website, www.phsg.org

Closing date: 12.00 noon on Friday 16th March 2018

The school is committed to safeguarding and protecting the well-being and welfare of children and young people. The successful applicant must be willing to undergo child protection screening appropriate to the post, including checks with past employers and to undertake a DBS Enhanced Check for Regulated Activity.

TERM DATES 2018-2019

Parents are already looking ahead to 2018/2019 and have asked me for the Term Dates so here they are!

Autumn Term:

Wednesday 5th September 2018 – Wednesday 19th December 2018

Wednesday 5th September Years 7, 11 and 13 return

With Year 12 as required

Thursday 6th September Whole School returns

Half term: Monday 22nd October –

Friday 26th October 2018

Spring Term:

Tuesday 8th January 2019 – Friday 5th April 2019

Half term: Monday 18th February –

Friday 22nd February 2019

Summer Term:

Tuesday 23rd April 2019 – Wednesday 24th July 2019

May Day Monday 6th May

Half term: Monday 27th May –

Friday 31st May 2019

Curriculum Enrichment Week

Monday 8th July – Friday 12th July 2019

The five non-pupil days are:

Tuesday 4th September 2018

Friday 19th October 2018

Monday 7th January 2019

Fourth and Fifth day (20th & 21st December)
to be commuted to twilight sessions

TERM DATES 2017-2018

Spring Term:

Wednesday 3rd January 2018 – Thursday 29th March 2018

*Half term: Monday 12th February –
Friday 16th February 2018*

Summer Term:

Monday 16th April 2018 – Friday 20th July 2018

May Day Monday 7th May

*Half term: Monday 28th May –
Friday 1st June*

Curriculum Enrichment Week

Monday 9th July – Friday 13th July 2018

Non-pupil days are:

Monday 4th September 2017

Tuesday 5th September 2017

Friday 20th October 2017

Monday 23rd July 2018

Tuesday 24th July 2018

(The latter 2 days commuted for Staff into evening training sessions)

DATES FOR YOUR DIARY 2018/2019

Year 10 Parents Evening	Wednesday 14 th March 2018
Year 13 Mock Examinations	Monday 19 th March – Wednesday 28 th March 2018
Year 12 UCAS Fair	Wednesday 21 st March 2018
Year 11 Reports Home	Wednesday 28 th March 2018
Years 9 & 12 Reports Home	Thursday 29 th March 2018
End of Term Dance Festival/Mufti	Thursday 29 th March 2018
Term Ends	Thursday 29 th March at 1-1:30pm
Term Starts	Monday 16 th April
Year 10 Parents Evening	Wednesday 14 th March 2018
Year 13 Mock Examinations	Monday 19 th March – Wednesday 28 th March 2018
Year 12 Parents Evening	Wednesday 18 th April 2018
May Bank Holiday	Monday 7 th May 2018
Year 11 & Year 13 Reports Home	Friday 11 th May 2018
Key Stage 3 Exams	Tuesday 22 nd May – Friday 25 ^h May 2018
Curriculum Enrichment Week	Monday 9 th July – Friday 13 th July 2018

ELIGIBILITY FOR FREE SCHOOL MEALS - Can you help us? –

Do you know just registering your child for Free School Meals means that the school gets extra money? Register now to make sure we don't miss out. The Government is giving money to schools to help children from lower income families do their very best. This funding is called a 'Pupil Premium'.

This money is crucial to us if we are to continue to run our Student Support facilities.

Please register to make sure your child and others in their class don't miss out.

How does it work?

1. First, check if you qualify – it is not just if you are unemployed, so please look at the list below.
2. Registering is really quick and easy – if you think you qualify and need help to register please contact us.
3. If you want your child to have a free meal at lunchtime that's great – they will get the free meal (saving you more than £350 a year) and the school gets the extra funding which we will use to ensure appropriate support is in place to help your child.
4. If you don't want your child to have the school meals they can continue as normal – as long as you qualify and are registered, the school still gets the extra money!

No one will know you have registered and it will not affect any other benefits you are claiming.

Please talk to us about registering your child today.

Do you qualify?

You can register your child for Free School Meals if you get any of these benefits

- Income Support
- Income-based Job Seeker's Allowance
- Income-related Employment and Support Alliance
- Support under Part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income (as assessed by HM Revenue and Customs) that does not exceed £16,190
- You will not normally be eligible if you receive any amount of Working Tax Credit. Please provide this information when requested as schools use this money to help support your children within the school environment to achieve their full potential in education

How to apply –

- Go online to www.democracy.plymouth.gov.uk free school meals for the online application form
- Or
- Come and talk to us at school if you're not sure

Plymouth High School for Girls

SCHOOL FUND

Plymouth High's School Fund exists solely to make donations to the school. The School Fund account is held by the school and is separate from the PTFA. However any monies received can be paid through the PTFA which has charity status and then back into the School Fund account to enable the school to benefit from Gift Aid.

How will my daughter / son benefit from the fund?

The School Fund enables Plymouth High to support extra-curricular activities. It is also used to improve our learning facilities and the school's environment. House events, badges and rewards are also supported by School Fund. We are keen to enrich student life beyond the classroom and the School Fund is important in supporting this.

How will the school benefit from the fund?

The funding the school receives from the government is specifically to fund your child's education and does not allow us to fund extra-curricular activities. You will also be aware of the cuts the government is making to funding. The School Fund is important in providing us with separate financial resources to help improve the school's environment and provide additional facilities.

How much is it?

We are asking parents to make a minimum donation to the School Fund of £10 per year per student. Compared to the sums asked by many other schools this remains relatively low. However we appreciate that many families are experiencing difficulties in the current economic climate and have taken the decision that we should not increase the amount we request. With our school population now at 850 we would manage to raise over £8000 without the Gift Aid.

Do I have to contribute?

We emphasise that although we ask for the contribution from all parents, donations are entirely voluntary. However without the School Fund we would not be able to provide such a wide range of opportunities for our students and enhance their facilities.

How do I know the School Fund is used properly?

The accounts are externally audited every year and passed by the Governing Body.

How do I pay the School Fund?

1. Please fill in the reply slip which will enable us to confirm you have received the information about School Fund and avoid a reminder being sent to you
2. Decide how you want to pay - whether by cheque or by Standing Order or Parent Pay
3. Fill in the appropriate sections on the forms. Cheques should be made payable to 'PHSG PTFA SCHOOL FUND'
4. If you are a UK tax payer, please consider completing the Gift Aid Declaration to enable us to reclaim the Income Tax you have paid on your donation. Currently worth 25% of your donation. Donations made via ParentPay are unable to claim Gift Aid
5. Please return the form and payment (if appropriate) in a sealed envelope marked SCHOOL FUND and labelled with your child's name and tutor group
6. Please take completed Standing Order form to your bank
7. Your child should hand the envelope to her Form Tutor
8. Don't forget we still need the slip returned even if you are not able/don't wish to contribute

The support and generosity shown by families in previous years certainly has made a difference so I would like to thank everyone very much and I look forward in anticipation of an excellent response for this year too.

Mary Utton
Headteacher

REPLY SLIP

Please complete and return the slip below. This will enable us to confirm that you have received this information and avoid a reminder being sent to you. Please return your slip and cheque, if appropriate, in a sealed envelope marked SCHOOL FUND and labelled with your child's name and form to her Form Tutor.

Name of student:..... Tutor Group:.....

- ☐ I support the School Fund and have donated £..... via ParentPay
(suggested minimum contribution of £10)
- ☐ I support the School Fund and enclose a cash/cheque for £.....
(suggested minimum contribution of £10) made payable to PHSG PTFA
SCHOOL FUND
- ☐ I support the School Fund and have donated £..... (suggested
minimum contribution of £10) via BACS
(Lloyds Bank; Sort code: 30-96-68; Account number: 55264968)
- ☐ I have completed the Standing Order Form for £.....
(suggested minimum contribution of £10) and submitted it to my bank
- ☐ I am a UK tax payer and have completed the Gift Aid Declaration
- ☐ I already have a Standing Order in place to support the School Fund
- ☐ I am not able to support the School Fund contribution

Signed: Date:

GIFT AID DECLARATION PHSG PTFA is a registered charity

(Please complete all details clearly in BLOCK CAPITALS)

Title: First Name: Surname:

Donor's Address:

..... Postcode:

I want the charity to treat the enclosed donation of £..... and all donations I make from the date of this declaration as Gift Aid donation and reclaim tax accordingly until I notify you otherwise. (You will be unable to use ParentPay if you would like the PTFA to claim Gift Aid)

Signature: Date:

Notes to donor:

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 donation in the appropriate tax year (currently 25p for each £1 you give). If you cease paying tax, please notify the school. Higher rate tax payer can claim further tax relief on donations in their self-assessment tax returns.
 2. Please ensure that if payment is made by cheque, the person signing the cheque is also the person who made this declaration.
 3. You can cancel this declaration at any time by writing to the school. The school will not reclaim tax on donations made after the date of the cancellation.
 4. Please notify the school if you change your name, address or postcode.
 5. Data Protection Act 1998. The school will only use the information supplied by you to reclaim tax from the HMR&C.
- PLEASE RETURN THIS FORM TO PLYMOUTH HIGH SCHOOL ALONG WITH THE SCHOOL FUND REPLY SLIP and ANY DONATIONS, IN A SEALED AND LABELLED ENVELOPE

Regular Standing Order Form

Please complete the form below and submit to your bank.
Thank you.

Your name and address:

.....
.....
..... Postcode:

Student's Name: Tutor Group:

Your Bank:

To:
(Bank / Building Society)

Bank address:
.....
.....

Your Sort Code : Your Account Number:

Please Pay : PHSG PTFA SCHOOL FUND
Sort Code : 30-96-68
Account No. : 55264968

Amount (in words and figures)

The sum of £..... (figures)

Commencing on the (day) of (month)

And a like sum each year / month* until further notice
(*delete as appropriate)

Signature:

Date:

PLEASE NOTE THAT THIS REPLACES ANY PREVIOUS STANDING ORDER FORMS

RESONATE

Exeter Community FAMILY ORCHESTRA

10.30am -
12.30pm

An exciting multigenerational orchestra!

*For individuals, communities & families of all shapes and sizes...
For brand new players & rusty ones alike!*

Any instrument, any standard, any age welcome...



<u>2018</u>	
* Sunday 28 January	Sunday 15 April
* Sunday 11 February	Sunday 29 April
* Sunday 4 March	Sunday 13 May
Saturday 17 March	Sunday 3 June
	* Sunday 10 June

Frank Oliver Hall, Kay House. Lower Argyll Road, Exeter. EX4 4RE

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