

12<sup>th</sup> November 2014

Dear Parents / Carers,

**Re: Maintenance Fund Reminder**

This is a reminder to all parents / carers who have not contributed £25 to the maintenance fund.

The Governors of St Stephen's C/E Primary School have a duty to maintain the school buildings; they do this through the contributions made by you. Grants to repair the roof or replace fencing do not cover the total cost of the work, governors are expected to contribute 10% of the cost. Remember our predecessors raised enough money to build the original school building. It is the job of today's school community to keep it in good repair and to make it the best for the children who attend the school now.

Every parent is expected to pay £25 per child per year, every April. If you cannot pay this amount and need to spread the cost across the year you will need to speak to the Headteacher or contact Bill Wilson (school Governor), via the school office.

I would like to thank you in advance for helping to upkeep the school buildings.

Please send cheques (payable to **St Stephen's School**) or cash in an envelope clearly marked 'Maintenance Fund' to the school office.

Yours sincerely,

Bill Wilson  
Treasurer to the Governors

✂-----

**Maintenance Money**

**PLEASE MAKE CHEQUES PAYABLE TO ST STEPHEN'S SCHOOL**

Name of child/children \_\_\_\_\_

Class \_\_\_\_\_

Amount Sent \_\_\_\_\_



**ST. STEPHEN'S C. OF E.  
PRIMARY SCHOOL AND  
CHILDREN'S CENTRE**

Dorset Road, Lambeth,  
London, SW8 1EJ

Telephone: 020 7735 1023  
Facsimile: 020 7587 0073  
Email:  
admin@st-stephens.lambeth.sch.uk

Headteacher:  
Mrs Louise Salewski



Living the Olympic  
and Paralympic Values



Eco-Schools  
Bronze Award

