



Chair of Governors
Coventry School Foundation
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22 May 2020

Dear Parent

I hope you and your family remain well in these challenging times.

Further to my letter of 7th April I wanted to take this opportunity to update you on the financial position of the Foundation and advise of the decisions that we have taken. I know that many of you were anxious and upset that we have not already passed on a discount to all of our parents but we wanted to be sure that anything that we were able to offer was affordable and that we were not making decisions that were detrimental to the long-term financial sustainability of our schools.

We have taken steps to ensure that Foundation expenditure is cut to a minimum and are only authorising expenditure when it is deemed absolutely essential to sustain our operations. We have reduced the use of our school sites to a minimum to support the children of Key Workers and are therefore saving on the utilities and other running costs of the remaining sites. General maintenance of our buildings has been restricted to urgent work only – all routine and planned maintenance has been deferred. We are not currently running a bus service and have therefore made savings on the coaches that we would normally subsidise. I want to assure you that we will be constantly exploring every opportunity to make further savings. We have furloughed a large number of our support staff – although the majority of our teachers are still working hard to provide remote learning for all of our pupils.

Overall, we believe we are now in a sound enough financial position to be able to offer a 15% discount to all parents which will be pro-rated for those already in receipt of bursaries. We have, of course, already applied a 50% discount for our Nursery, Kindergarten and Reception classes and will not, therefore, be discounting these fees any further.

We have given serious consideration to the fees for the next academic year and you will be aware that we have already committed to no fee increase for the Autumn term. We will be reviewing this position on a termly basis for the remainder of the academic year.

I would like to take this opportunity to thank all of our parents for their continued support – I appreciate that some families will have been affected more than others by the crisis that we are facing but I am pleased to say that many of our parents have continued to pay their fees as normal and for this we are extremely grateful. A large number have also taken advantage of the opportunity to pay in instalments and will be spreading the cost of their fees across the coming months.



BABLAKE
SENIOR SCHOOL



BABLAKE
JUNIOR & PRE-PREP



KING HENRY VIII
SENIOR SCHOOL



KING HENRY VIII
PREPARATORY SCHOOL

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Some parents have openly expressed that they are happy to pay the full fees as usual and that they do not require a discount – where this is the case we will ask those parents to complete a Gift Aid form and we will use the funds to provide additional hardship bursaries for those families most affected by this crisis. The discount will be applied as a credit to the fee account. If you have already paid your fees in full you can either leave the credit on your account which will then reduce the annual fee for next academic year or you can request a refund which we would hope to process before the end of July. If a refund is required you will need to provide us with your bank details to enable payments to be processed.

If you would like to donate your discount to the hardship fund please follow the link below to ensure that we can take advantage of the Gift Aid tax incentive.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/467898/Charity_GAD_Single_Donation.pdf

With very best wishes

Julia McNaney
Chair of Governors



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