

Regius School Terms and Conditions for Charitable Donations

Firstly, Thank you!

Thank you very much for choosing to make a charitable donation to Regius School. Your support is invaluable! Every donation you make enables us to lay solid educational foundations, so every child can excel in all areas where God calls them to.

Registered Scottish Charity

Regius School is a Registered Scottish Charity and we understand our obligations to comply with relevant legal and financial requirements associated with fundraising. We are also registered with HMRC to enable us to claim gift aid on eligible charitable donations.



How we use and account for your donations

The way we use and account for your donations depends whether the donations you have made are classified as "Restricted" or "Unrestricted".

Restricted Funds are where the restriction is defined by the donor. If a donor gives money to Regius School that has restrictions on how it should be spent, we are duty bound to spend it for that purpose. We won't even borrow it to use for another project, because it isn't at our disposal.

Unrestricted General Funds are money that Regius School has at its disposal to spend on charitable objects at our discretion.

From an accounting perspective, we identify all the money that has donated, and whether it is Restricted or Unrestricted. We report this in our Annual Report which can be found on Companies House: <https://find-and-update.company-information.service.gov.uk/company/SC151423>

Treatment of donations for Bursary: Provide a child with a Christian Education

Regius school now provides a means-tested bursary scheme. Bursaries are awarded to families whose financial circumstances would otherwise prevent them from educating their children at Regius School.

If you make a charitable donation for us to use as a Bursary, to help provide a child with a Christian Education, we will treat this donation as a **Restricted** Fund. That means we will not use the donation for any other purpose.

We will gather this information from you when you submit a Donation Form on the Regius School Website, when you select "Bursary: Provide a child with a Christian Education" on the "Which giving opportunity would you like to support?" dropdown. You can also let your preference be known to us when you send us an email or call us.

Treatment of donations for sponsoring a project

Regius School are raising money for a number of projects. These vary from year to year.

When you make a charitable donation to sponsor a project we will ask you how you would like to allocate this money and we will take your preference into account. We will gather this information from you when you submit a Donation Form on the Regius School Website. Firstly, select "Sponsor a Project" on the "Which giving opportunity would you like to support?" dropdown. Secondly, write down which project is your preference to support in the "Additional Notes or Comments" field. If you are making your donation to Regius School by email or by phone, you can also make your preference known, in your communications with us.

REGIUS SCHOOL

Christian education to transform a generation

69a Whitehill Street, Newcraighall, Edinburgh, EH21 8QZ

T: 07932 801780 E: office@regius.edin.sch.uk www.regius.edin.sch.uk

A charitable company limited by guarantee, registered in Scotland, no. 151423. Scottish Charity SCO22723

If you make a charitable donation for us to use on our projects, we will treat this donation as an **Unrestricted** Fund. This means that if we actually raise more money for a project, we will not contact you and offer your money back. It also means that if we do not raise sufficient money for a project to go-ahead, we will not contact you and offer your money back.

Regius School endeavours to keep its website up to date and show the status of projects that have completed the target level of donations. These will be shown as "Complete" on the Sponsor a Project page. Regius School Trustees will always act in the best interests of the charity when making financial decisions about allocation of Unrestricted funds.

Treatment of donations for foundational support

Regius School fees are raising money to increase the level of pay of their teaching staff, as teachers are currently paid significantly less than teachers in state schools. We are also raising money to cover many of the annual non-teaching costs associated with running a school.

When you make a charitable donation for foundational support we will ask you how you would like to allocate this money and we will take your preference into account. We will gather this information from you when you submit a Donation Form on the Regius School Website. Firstly, select "Foundational Support" on the "Which giving opportunity would you like to support?" dropdown. Secondly, write down which area is your preference to support in the "Additional Notes or Comments" field. If you are making your donation to Regius School by email or by phone, you can also make your preference known, in your communications with us.

If you make a charitable donation for us to use for foundational support, we will treat this donation as an **Unrestricted** Fund. This means that if we actually raise more money for a foundational area, we will not contact you and offer your money back. It also means that if we do not raise sufficient money for a foundational area to go-ahead, we will not contact you and offer your money back.

Regius School Trustees will always act in the best interests of the charity when making financial decisions about allocation of Unrestricted funds.

Treatment of donations for general giving

If you simply want to make a charitable donation to Regius School and allow the Trustees to decide where best to allocate your gift, then please make your gift to General Giving.

We will gather this information from you when you submit a Donation Form on the Regius School Website. Select "General Giving" on the "Which giving opportunity would you like to support?" dropdown. If you are making your donation to Regius School by email or by phone, you can also make your preference known, in your communications with us.

If you make a charitable donation for us to use for General Giving, we will treat this donation as an **Unrestricted** Fund. Regius School Trustees will decide where best to allocate your gift, always acting in the best interest of the charity.

Fundraising Complaints

If you have any concerns or complaints about how we fundraise or use your donation, please address this to Regius School Chairman. You can email the Chairman at office@regius.edin.sch.uk or send a letter to Regius School, 69a Whitehill Street, Newcraighall, Edinburgh, EH21 8QZ.

Under self-regulation, individual charities are the first point of call for any complaints about fundraising practices. We follow Scottish Fundraising Adjudication's 3 stage Model Complaints Procedure: <https://goodfundraising.scot/model-complaints-procedure/>

ACCEPTANCE OF REGIUS SCHOOL TERMS AND CONDITIONS FOR CHARITABLE DONATIONS

Charitable Donations made to Regius School are defined and governed by these Terms and Conditions, which constitutes a legal binding agreement between you and Regius School.

By proceeding to Donate and make a financial donation to Regius School you hereby acknowledge that you have read, understood, and are in agreement to be bound by the terms of use as defined and governed by these Terms and Conditions for Charitable Donations.

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