

# an introduction for parents

The Learning Foundation is a registered charity, set up in 2000. Our mission is to ensure that every child in the country has access to a computer and the Internet when and where they need them for their education.

We help schools nationwide set up their own Learning Foundation programmes and we sometimes provide grants to schools. These programmes ensure that every pupil has the same opportunity to benefit from learning technologies at home as well as at school.

## What does the Learning Foundation do?

Your school has asked the Learning Foundation to help with the administration of its e-learning programme by collecting and managing the donations you have pledged. As a charity we can claim 'Gift Aid' tax relief from the government, and we use some of that money to cover the cost of the collection service.

## What does the school do?

The school will decide on the best equipment for their programme, which pupils will be involved, and how long the programme will run for. They will also suggest how much parents need to contribute so that the school can afford to run the programme.

At the end of the programme the school will decide whether to make the devices available to the parents to keep. If they do then a small charge may be required to comply with the Gift Aid rules.

As well as being responsible for how the equipment is used in your children's education, the school should also provide you with a contact to help with any technical support or insurance claims.

## As a parent or guardian what should you do?

Your donation to the programme is vital to its success. Unless most parents contribute, the school cannot afford to run it and everyone will lose out. However, if your financial circumstances make it hard for you to contribute some, or all, of the suggested donation then talk to your school as no child will be excluded because of their family's financial circumstances.

It is important that you realise you are not buying or leasing the equipment. You are making a charitable donation to the Learning Foundation to help make it possible for every child in the selected group to have the opportunity to take part in the programme.

When you agree to take part you will be asked to fill in the Donor Form. If you pay income tax then it is really important you complete the Gift Aid declaration in the form. This allows us to claim Gift Aid from the government without costing you a penny and saves having to use some of your donation to pay for administration. If you have already completed a donor form but for any reason you didn't complete the Gift Aid declaration, but now wish to do so, please contact the Learning Foundation and we will happily send you a form.

Another way to help the programme is to make your donations quarterly or even annually, rather than monthly. This reduces the processing charges that the school has to pay.

## Questions about your donations?

If you are donating by cash to the school then please go to the school office and explain the problem.

If you are donating by direct debit, credit/debit card to the e-Learning Foundation then contact us using the contact details below and we will do everything we can to resolve your problem.

It is important to let us know as soon as possible if you need to make any change to your donation, or if you cease to be a taxpayer, to avoid any problems.

## Problems with the equipment?

The e-Learning Foundation is not involved with the actual equipment or software. If you have any questions or problems with your equipment then you should refer to the support contact provided by your school.



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