



1 May 2018

(Via email)

Dear

**FREEDOM OF INFORMATION REQUEST**

Thank you for your recent Freedom of Information request received by us on 26 April 2018.

Your request was for:

- Copies of all correspondence from Cedar Mount Academy’s last five academic years (2012/2013 to 2016/2017 inclusive) requesting or notifying parents of voluntary financial contributions/donations to the school.
- The sum of voluntary financial contributions/donations that Cedar Mount Academy has received in each of the following academic years (or tax years if more attainable) - 2012-2013, 2013-2014, 2014-2015, 2015-2016, 2016-2017.

In an effort to locate the records that you are seeking I referred your request to the academy finance manager. I am advised by said manager that our finance team do not have copies of any correspondence sent to parents requesting donations. There was no requirement to create and store this type of record/file as this is not something that any of the Manchester schools would have done given the communities we serve.

The only income from parents would be for academy trips which are heavily subsidised by the academy. The correspondence would have been generated by the teacher in charge of the trip via the academy administration department. The money would then be collected and given to finance for banking.

The academy only has data from 2014/15 onwards as this was when we moved to a new accounting system. Please see the table below for the sum of voluntary financial contributions/donations that Cedar Mount Academy has received from 2014 – 2018:

2014/15	£733.39
2015/16	£1,113.90
2016/17	Charity Fundraising £1,769.75



Gorton Education Village, 50 Wembley Road, Gorton, Manchester M18 7DT

t: 0161 248 7009 f: 0161 231 1831 e: [office@cma.bfet.uk](mailto:office@cma.bfet.uk)

[www.cedarmount.manchester.sch.uk](http://www.cedarmount.manchester.sch.uk)

**Principal:** Mr Phil Mellen

Registered Office: Bright Futures Educational Trust, Lodge House, Cavendish Road, Bowdon, Altrincham, WA14 2NJ

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# Cedar Mount Academy

Bright Futures EDUCATIONAL TRUST



	Trips Donations / Fundraising £21,218.47
2017/18	Charity Fundraising £221.80 Trips Donations / Fundraising £13,159.50

For educational school trips schools can ask for a donation but cannot insist that parents pay this and therefore no child would be prevented from going on a school trip because of financial constraints. For rewards trips the academy have asked for donation, please see table above. For trips overseas the academy has provided details of the costs and pupils have paid this as requested so there is no profit in these exercises.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint, you should e-mail [admin@bfet.uk](mailto:admin@bfet.uk)

If you are not content with the outcome of your complaint or review, you may apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted our complaints' procedure. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

I hope that the information supplied to you is helpful.

Yours sincerely,

Principals PA & Office Manager



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