

Manchester, 21/05/2014

Dear Parents, Carers and Friends of the Polish Saturday School in Manchester,

The Board of Governors wishes to take this opportunity to advise you that the School will be seeking registration as a Charity in the coming months.

As part of our consultative process, we wanted to inform the parents/carers and friends of the School of the reasons for undertaking the transformation into a charitable organization.

The Polish Saturday School in Manchester has for many years operated as an unincorporated "not-for-profit" organization and whilst this may have been the best approach in the past, it has been decided by the current Board of Governors that recent changes in legislation associated with the Charity Commission provide for a better framework under which the school can operate, develop and flourish.

Some of the advantages include:

- exemption from the payment of tax on most income and gains;
- the right to apply for relief in business rates and stamp duty;
- eligibility to apply to certain grant-making organisations;
- eligibility to receive gifts made under tax effective schemes such as Gift Aid;
- eligibility for some specific VAT reliefs; and to
- raise the Schools' profile and gain public support.

A charitable incorporated organization, or CIO, is a new legal form for a charity recognized by the Charity Commission and:

- is an incorporated form of charity which is not a company
- only has to register with the Charity Commission and not Companies House
- is only created once it is registered by the Commission
- can enter into contracts in its own right and its trustees will normally have limited or no liability for the debts of the CIO

In order to register and transition to a new CIO framework, it is necessary to adopt a new constitution in alignment with the model provided by the Charity Commission.

The Board of Governors is therefore publishing the draft constitution for a period of consultation before a decision is taken by the Board to adopt the new constitution and the registration process is completed.

We welcome your comments on the proposed constitution up to the 14th June 2014. Please direct them by email to:
szkola@polskaszkolamanchester.org

For additional information please also look at the following links:

About charitable incorporated organizations (CIOs):

[http://www.charitycommission.gov.uk/frequently-asked-questions/faqs-about-charitable-incorporated-organisations-\(cios\)/](http://www.charitycommission.gov.uk/frequently-asked-questions/faqs-about-charitable-incorporated-organisations-(cios)/)

CIO Association Model Constitution (you will need a PDF reader):

<http://www.charitycommission.gov.uk/media/94463/cio-associationmodelconstitution.pdf>

Thank you for your attention and interest,
The Board of Governors of The Polish Saturday School in Manchester.