

Circular No. AUS/**173**/18-19                   Wednesday 25th June, 2019 sent by email

Dear Parents

**Book and General Supplies URGENT AND IMPORTANT ANNOUNCEMENT**

Last summer, there were many complaints from parents about the time taken and the queues at the Bookshop in the last week of the holidays. For this reason, we tried to simplify the process this year, by introducing BOOKPACKS. However, in handling further feedback from parents, it is clear that this is not a welcome change for many of you and there are genuine claims that the inability to re-use textbooks for younger brothers and sisters creates waste and extra cost.

We have therefore decided that it is not in parents’ interests to change the way in which you buy books at this time, and so we will operate in **exactly the same way as last year**. Please also note that **it is now not possible to offer any EARLY BIRD or other DISCOUNT** and prices will be charged as displayed when you come to the Bookshop. Please also note that

**THE BOOKSHOP WILL BE OPEN FOR SIX WEEKS DURING THE HOLIDAY PERIOD**

starting from Monday 15th July 8.30am -12.30pm (every day except Fridays).

I strongly recommend that you do **not** wait until the last week of the holiday to buy your books as this is what creates the long queues and the inconvenience for you. Even though children and mothers may be travelling during the holiday, fathers are strongly encouraged to come in July or early August to pay the fees and buy and collect the books. This will keep queues down to a minimum.

We also strongly recommend that Primary and FS students buy the Stationery Bundle from school so that all children have the same equipment and resources with them for all lessons.

We cannot change the fact that queues will be long and inconvenient if you all wait until the end of August to come to the Bookshop and, if this is the case, your wait at the Bookshop will inevitably be lengthened.

I apologise for having to change this BOOKPACK plan but I have always tried to listen to parents’ views and I hope that you will recognize that the troubles of last year are best avoided by coming early for your children’s books. Please can you co-operate with one another, therefore, by buying your books and materials as early as possible.

PLEASE NOTE THAT ALL SCHOOL FEES FOR 2019-2020, AS WELL AS ANY ARREARS FOR 2018-2019, MUST BE PAID **BEFORE** YOU CAN BUY ANY BOOKS. YOUR FEE RECEIPT MUST THEREFORE BE PRESENTED TO THE BOOKSHOP.

**Reminder: End of Term and Reports**

* **Primary Reports** (Y1-6) can be collected from Conference Room 3 from 12pm to 1.45pm on Thursday, 4th July.
* **Secondary Reports** (Y7-10) can be collected at the PTMs on Tuesday, 2nd and Wednesday 3rd July.

After these dates, Reports will be available from the Reception in Taher Hall between 8.30am-12.30pm. If you download the Report from the Portal, please note that this will only be official if you come to have it stamped.

**Reminder: Early Closure**

All children in Primary and Secondary will finish at 12noon on Tuesday 2nd, Wednesday 3rd and Thursday 4th July. Please will Own Transport parents take particular note of these dates as the **school gates will close at 2pm on these days** unless children are with you at their PTM.



Yours faithfully

Nigel J McQuoid

Principal