



**For the attention of Year 7 Parents/Carers**

February 2020

Dear Parent/Carer

Your son will be using textbooks in various subjects this year and throughout the next few years. Textbooks are a great aid to learning to support the knowledge and understanding taught in a lesson. They can also be a vital aid when completing homework. However, textbooks are very expensive, especially when having to buy large amounts for a class or year group, and therefore need to be treated with care and respect, so that we can pass textbooks onto the next year group.

In order to ensure that lost textbooks are replaced parents/carers are being asked to pay a £50.00 refundable deposit which will be returned to them if their son hands in all textbooks at the end of his Key Stage (Year 7's will get a refund at the end of Year 8, and Year 9 at the end of Year 11). If all textbooks are handed back into the relevant subject area, then a full refund will be made either on the payees card, on Parent Pay or via cheque.

The £50 refundable deposit includes £10.00 for your son's membership of the school library, which has a wide selection of fiction and non-fiction resources. All library books/DVDs must be returned at the end of the academic year to qualify for the full £50.00 refund.

The Finance Department will be setting up a parent pay facility from Monday 7<sup>th</sup> September 2020 until Friday 25<sup>th</sup> September 2020 for the £50.00 payment to be made please.

If you require more information then please contact either Aisling Hanly (finance department) or myself.

Yours faithfully

Mr David Jones  
Assistant Headteacher