

## Student Stationery List for 2010

### Dear parents of students attending MECS in 2010,

We would like to invite you to use our Stationery Ordering facility, provided faithfully by our **Parents and Friends (P&F) group**. P&F offer this service to all families attending MECS in 2010, as a fundraising opportunity for the school. We hope that you will avail yourself of this service.

Please find attached a stationery order form for your child/ren for their stationery needs in 2010. This stationery list is a guide for the stationery items required for an entire year of tuition.

MECS encourages all students to reuse (where possible) items of stationery from the previous year. To order new items and the compulsory items, enter the number of items required into the "Your Order" column. Then calculate the exact cost into "TOTAL \$" column.

You will be required to collect and pay for your child's ordered stationery from the Study Centre in the Senior School (32 Hawkins Road) on your choice of collection date. Please note that if you do not collect your stationery on your selected date that this will incur a \$5 handling fee. Please do not send money with this order form. You will be able to pay on the day by cash, cheque (made payable to MECS Parents and Friends) or credit card. Please note that you will not be able to pick up your order without payment.

Please make sure that you fill in the space for your child's name, and tick your choice of collection date. Please remember to cover your child's textbooks and name all stationery items, except those items as noted on the Prep, Yr 1 & 2 stationery orders.

We would ask that you complete and return this stationery list to the school office by **Friday 11<sup>th</sup> September 2009**. Please note that if a stationery list is received after this date, a late fee of \$5 will be incurred.

When you have collected your child(ren)'s stationery, we ask that you retain your stationery order sheets for future reference and for back orders. If some stationery items are not available at the time of pick-up, back orders will be distributed to your child when the items arrive at the school.

### IMPORTANT NOTE for Parents of Year 3 to 6 students

Every Year 3 to 6 student will need to submit a Stationery Order Form for 2010. You will notice on your child's stationery list there are priced items that are compulsory for purchase. The spelling and maths books will be purchased on your child's behalf and distributed to them early in Term 1, appropriate to their numeracy and literacy needs. These books will be used throughout the year by your child.

### Stationery collection dates:

**Day 1:** Tuesday 8th December 2009 (9 am - 3 pm)

**Day 2:** Thursday 28th January 2010 (9 am - 12 noon)

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**Return this slip along with your child/ren's stationery orders to the office by 11<sup>th</sup> September**

Parents & Friends would like volunteers to help with packing prior to the two pick up days, and for supply on the two dates. Please indicate below your willingness to help.

I am able to help with **packing** on:

2 <sup>nd</sup> December	9 am - 12 noon	<input type="checkbox"/>
2 <sup>nd</sup> December	12.30 - 3 pm	<input type="checkbox"/>
3 <sup>rd</sup> December	9 am - 12 noon	<input type="checkbox"/>
3 <sup>rd</sup> December	12.30 - 3 pm	<input type="checkbox"/>

I am able to help with **supply** on:

8 <sup>th</sup> December	8.30 am - 12.00 pm	<input type="checkbox"/>
8 <sup>th</sup> December	12.00 pm - 3 pm	<input type="checkbox"/>
28 <sup>th</sup> January	8:30 - 12 noon (sales)	<input type="checkbox"/>
28 <sup>th</sup> January	1 - 3 pm (pack-up)	<input type="checkbox"/>

**Name:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

## 2010 STUDENT STATIONERY LIST -Year 2

*Please retain this sheet for future reference and for back orders*

**STUDENT NAME:** \_\_\_\_\_ **TAX INVOICE**

**ORDER COLLECTION DATE:** 8<sup>th</sup> DECEMBER, 2009  **OR** 28<sup>th</sup> JANUARY, 2010

ITEM		TOTAL FOR YR	PRICE \$ EA	YOUR ORDER	TOTAL \$
<b>SCRAPBOOK</b>	64p (240 x 330) (NOT Newsprint)	5	1.40		
For Maths, Library, Core Studies, Language					
<b>EXERCISE BOOK – A4</b>	18mm Dott 3rds for Literacy & H/work	4	.80		
<b>DISPLAY BOOK – A4</b>	Portfolio (clear front)	1	1.20		
<b>ZIP WALLET</b>	Handy Pouch <b>A3</b>	1	6.60		
<b>PENCILS – 2B</b>	Junior Grip Triangular Pencils 2B	12	0.45		
<b>PENCILS – HB</b>	Staedtler Tradition 110 HB	4	0.40		
<b>PENCILS – Coloured</b>	Columbia Formative - Pkt 10	1	3.90		
<b>PENCIL CASE</b>	375 x 265 mm 2 zip	1	2.40		
<b>CRAYONS</b>	Zooms Propelling Large - Pkt 12	1	5.20		
<b>MARKERS</b>	Faber Castell Connectors - Pkt 10	2	2.90		
<b>GLUE STICKS</b>	35 gram	6	2.00		
<b>ERASER</b>	Soft white	5	0.40		
<b>PENCIL SHARPENER</b>	Metal (double holed)	2	0.80		
<b>RULER</b>	Clear plastic with cm & mm - 300 mm	1	0.80		
<b>SCISSORS (R/H) OR</b>	Blue R/H medium <b>OR</b>	1	3.40		
<b>SCISSORS (L/H)</b>	Green L/H medium	1	2.20		
<b>LIBRARY BAG *</b>	Compulsory (available from MECS)	1	2.00		

\* Compulsory – available from MECS

**TOTAL COST (includes GST) \$** \_\_\_\_\_

Please do **NOT NAME**: eraser, PVA glue or 2B pencils (these will be used communally).

Please do **NAME**: Books, markers, zooms crayons, coloured pencils and all other items.

Please **COVER books**: so that your child can easily distinguish their items. Books should be named with child's name and subject.