

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 11th 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 11th 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 nd December	9 am - 12 noon	<input type="checkbox"/>
2 nd December	12.30 - 3 pm	<input type="checkbox"/>
3 rd December	9 am - 12 noon	<input type="checkbox"/>
3 rd December	12.30 - 3 pm	<input type="checkbox"/>

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

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

Name: _____ **Telephone:** _____

2010 STUDENT STATIONERY LIST - Year 3

Please retain this sheet for future reference and for back orders

STUDENT NAME: _____ **TAX INVOICE**

ORDER COLLECTION DATE: 8th DECEMBER, 2009 **OR** 28th JANUARY, 2010

ITEM		TOTAL FOR YR	PRICE \$ EA	YOUR ORDER	TOTAL \$
SCRAPBOOK 64p (240X330)	(NOT Newsprint) (Library & Drafts)	5	1.40		
SCRIBBLE PADS	200 x 125 100p A5 Lined	2	0.80		
BINDER BOOKS A4	14mm lines (dotted 3rds) 48 page	2	0.80		
BINDER BOOK A4	A4 Grid ruled (maths) 48 page	1	0.80		
EXERCISE BOOK A4	A4 18mm lines (dotted 3rds) 48 page	2	0.80		
EXERCISE BOOK	14mm Dotted 3rds 48 pg 225x 175 Spelling	1	0.90		
SKETCH BOOK	A4 Spiral Bound (40 page)	2	1.70		
DISPLAY BOOK A4	for Music, Portfolio & Maths	4	1.20		
ZIP WALLET	Handy Pouch A3 (from Yr 2)	1	6.60		
PENCIL CASE	340 x 170 mm with sturdy zip	1	1.70		
PENCILS - HB	Grey HB (ALL LABELLED)	10	0.40		
PENCILS - Coloured	Coloured - Pkt 12	1	1.90		
PENS - Biro	Staedtler stick - Green	2	0.40		
PENS - Biro	Staedtler stick - Red	2	0.40		
PENS - Fineliners	Fineliners - Black	2	1.70		
MARKERS	Faber Castell Connectors - Pkt 10	1	2.90		
ERASER	Soft white	4	0.40		
PENCIL SHARPENER	Metal (double holed)	2	0.80		
RULER	Clear plastic with cm & mm - 300mm	2	0.80		
GLUESTICKS	35 gram	2	2.00		
SCISSORS (R/H) OR	Yellow R/H Medium OR	1	3.60		
SCISSORS (L/H)	Green L/H Medium	1	2.20		
USB MEMORY FLASH DRIVE	1 gig	1	15.00		
RECORDER *	Yamaha YRS 20B	1	9.00		
RECORDER CLEANING BRUSH *	Cleaning brush	1	2.00		
RECORDER MUSIC *	Cool Cats Level 1	1	14.00		
DICTIONARY *	Macquarie with CD (will last until Yr 10)	1	33.50		
MATHS HOMEWORK BOOK * #	Targeting Mental Maths (see cover letter)	1	####	1	11.00
SPELLING BOOK * #	Sound Waves (see cover letter)	1	####	1	13.00
ATLAS *	Heinemann (will last until Yr 9)	1	45.00		
LIBRARY BAG *	Compulsory (available from MECS)	1	2.00		

* Compulsory - available from MECS

TOTAL COST (includes GST) \$ _____

See Important Note on cover letter regarding these compulsory items.