

18 September 2024

Dear Parent / Guardian

Pencil Cases

It is imperative that students bring the correct equipment to school to allow them to fully engage in their learning. To support our students in ensuring they have equipment needed for learning we have purchased pencil cases that will be available to students. These pencil cases contain a black pen, green pen, pencil, 15cm ruler, protractor, and compass. These are sold in a clear pencil case making them suitable for examinations.

To support our Pupil Premium students, we will be offering them one pencil case free of charge. For those Pupil Premium students that are in Key Stage 4 (Year 10 & 11) this will also include a scientific calculator. We do ask that these calculators be returned to Reception at the end of Year 11, so that they can be offered to other students in the future. If your child qualifies, and has not yet been offered a pencil case, they should contact me to collect one. Students in Year 7 have yet to receive theirs, these will be offered shortly.

All students, regardless of Pupil Premium status, can purchase a pencil case at a cost of £1.50, payable in cash. These will be available to purchase before school, at break time and at the end of the day, from the Key Stage 3 office. Please note £1.50 pencil cases do not include a calculator.

We also have a small number of scientific calculators (model: Casio FX-83-GT CW) available for purchase for £10, payable in cash. These will be sold on a first come, first served basis, and can be purchased by students from my office.

Students are not required to make a purchase if they have their own equipment.

Any students who lose their pencil case may purchase a replacement for £1.50.

We are pleased to offer this support to our students to ensure that they are fully equipped for learning.

Thank you in advance for your support.

Yours sincerely



Miss B Davies
Assistant Headteacher

