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15 September 2020

Dear Parents

Please find enclosed the list of stationery required for Gr. R in 2021. For your convenience and with special guidance from each phase teacher, we have asked *Forms Media* to package customized stationery boxes with the complete set of relevant items for the year. The school will not be responsible for collecting orders, money or receipting payments made on behalf of *Forms Media*, however, should you wish to take advantage of this convenient offer, please place these orders directly with *Forms Media*. Payment can be made either by EFT or cash at *Forms Media*. Banking details are as follows:

Account name: Forms Media

Bank: Nedbank (Tzaneen)

Branch Code: 128405

Account number: 1284111334

Reference: **UNI075** (SURNAME) (Gr. R)

Parents will be notified once the ordered packages are ready for collection from the school at the end of November 2020. Please note that it is not compulsory for parents to buy their child's stationery from *Forms Media*. It is entirely the choice of the parents as to which supplier they would prefer to use.

**The following items are not included in the Grade R package but are required:**

- 1 x 2 litre (ICE CREAM) CONTAINER (to store stationery), you are welcome to decorate the box.
- 1 X SCHOOL HAT (available from the school's Uniform Shop)
- 1 x **BIG** school bag
- Please keep all stationery in its original packaging. Do not unpack items such as colouring pencils into a stationery/pencil bag or ice-cream container.

Please make sure that ALL items of clothing, equipment and stationery are clearly marked with your child's name and surname at the start of school in 2021.

Yours sincerely

Paula Drake

HOD Foundation Phase

**NAME:** \_\_\_\_\_ **GRADE:** \_\_\_\_\_

*Please indicate on this list which items you would like to order. The complete Grade R package including VAT is available at R1,009.24. This can be ordered directly from Forms Media before Friday 30 October 2020.*

<b>GRADE R REQUIREMENTS 2021</b>		
2 X JUMBO PRITT (43g) (unit price R35.00)	70.00	
1 x TRIANGULAR BEGINNERS LEAD PENCIL (STAEDTLER – TRI-PLUS)	10.00	
1 X LARGE ADEL SHARPENER (with a big hole) FOR TRIANGULAR PENCILS (Preferably one that can hold the shavings)	35.00	
2 X BOX GIOTTO MEGA TRI COLOUR PENCILS @ R90.00 FOR A BOX OF 12	180.00	
1 X PAIR OF METAL BLUNT NOSE SCISSORS NB!! (Specify: left or right)	14.50	
1 X LARGE “SCRAPBOOK” (BIGGER THAN A4) – not with rings please (do not cover)	50.00	
1 X LARGE “TENNIS” BALL OR 1 X LARGE BALL (size of normal netball/football)	96.00	
1 X CROXLEY CANVAS BOOK BAG (A4)	47.50	
3 X PENTEL THIN WHITE BOARD MARKERS (unit price R15.00)	45.00	
1 X ARTLINE 70 MARKER (BLACK) THIN TIP	27.50	
1 X A3 WHITE BOARD	35.00	
1 X SUNSCREEN (Nivea Kids 50+ cream NOT spray)	220.00	
2 X FACE CLOTH @ R15.55 (with a name and a tag to hang on a cup hook)	31.10	
1 X BOX of TISSUES (200)	16.00	
<b>TOTAL INC VAT</b>	<b>1,009.24</b>	

I, ..... parent/guardian of  
 ..... in Grade R (*Please circle*)

- Would like to order the complete Grade R package @ R1,009.24 (My child is left/right handed)
- Would like to order only items specified

I attach payment (or proof of payment) to the amount of R.....

Parent Contact number: .....

.....  
 SIGNATURE: PARENT/GUARDIAN