

Our ref: KZH/NJG

3<sup>rd</sup> April 2019

Dear parent/carer

As your child's time at St James draws to an end, we look for ways to celebrate Year 11's successful end to their St James journey. We are so incredibly proud of everything they have achieved and their future accomplishments.

We have St James 2019 Hoodies and Yearbooks available for students to purchase. Students will be permitted to wear the hoodies during the remainder of their time at school (except for when sitting their exams) from Monday 13<sup>th</sup> May.

Should you wish to purchase any of these items, please fill in the reply slip at the bottom of this letter and hand into reception, along with payment. The deadline for this order is Thursday 25<sup>th</sup> April. Any cheques should be made out to TWMAT T/AS St James.

Yours sincerely



Miss K Hawken and Mr D Twist  
Heads of Year 11

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**Reply slip to Reception, with the payment for the 2019 Leavers Hoodies and Yearbooks.**

Student name: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

Hoodie (£21.50)

With personalised nickname (+£4)

Year Book (£25)

Total amount: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: All payments should be sent to the school in a sealed envelope with the name of the organiser of the trip, the name of the student concerned and the CORRECT amount enclosed clearly printed on the outside. The envelope must be handed to Reception between 8.20am-8.55am, 10.55am-11.15am Mon - Fri. It will be opened, checked and a receipt given for the amount enclosed. This money will be placed in the school safe prior to banking. The school cannot accept responsibility for any money handed in in any other way. If possible, we would prefer you not to send large amounts of cash into the school. Crossed cheques made payable to **TWMAT T/As St James** are safer.