



Ashford Park Primary School

'Inspiring a love for lifelong learning'

18th July 2023

Dear Parents / Carers,

Please be advised that as of the new academic year, children will not be able to bring their own pencil cases and stationery into school.

This decision has been made for a number of reasons. The main reasons being that pencil cases are becoming:

- increasingly large and therefore taking up too much room on desks
- increasingly fun which causes children to become distracted from their learning
- increasingly expensive which causes greater problems when things are lost or broken

Instead, it has been decided that the school will provide small, flat, clear pencil cases that will provide the essentials children need. These will fit inside their trays, at a reduced cost to our parents and carers.

Following the initial cost at the beginning of the year, any items that need replacing can be paid for directly on Scopay and will be delivered to your child/ren in their classroom. This will prevent parents and carers from having to buy expensive stationery for use at school and will make sure that all children have access to the same equipment.

Please see attached for details on how to purchase your child's first pencil case complete with stationery.

Many thanks for your support and best wishes,

The Senior Leadership Team

Headteacher: Mrs Sarah Tarrant
Ashford Park Primary School | Station Crescent | Ashford | Middlesex TW15 3HN
T. 01784 250305 | www.ashford-park.surrey.sch.uk





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Clear filled pencil cases will include the following:

- 1 x pencil case
- 2 x pens (either handwriting pens, ballpoint biros or additional HB pencils for those without a pen licence)
- 2 x HB pencils
- Colouring pencils x 12
- 1 x rubber
- 1 x pencil sharpener
- 1 x 15cm ruler
- 1 x green biro
- 1 x glue stick

They are available in 4 different colours BLACK, PURPLE, YELLOW and ORANGE and are available on a first come first served basis.

The filled pencil cases are available on Scopay to purchase from today for an inclusive **£3.75** each, and they will be available all summer. They will be delivered to your child's class for their first day of term.

From September, additional items will be available on Scopay to purchase separately to restock your child's pencil case. Again, these can be ordered on Scopay and will be given directly to your child in class. More information on this will follow in September.

Year 5 and 6 are required to have notebooks, and we also have these available for £1.50 each for Year 5 and 6 only.

If you have any queries, please email info@ashford-park.surrey.sch.uk

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FILLED PENCIL CASES **PRE-ORDER FORM**

PLEASE DO NOT COMPLETE THIS FORM IF YOU HAVE ORDERED ON SCOPAY

Child's full name: _____

Current class: _____

Colour preference – please tick (please note these are on a first come first served basis and your choice of colour cannot be guaranteed unless you order on Scopay):

- ☐ Black
- ☐ Purple
- ☐ Yellow
- ☐ Orange

Please select your choice of blue pen – please tick:

- ☐ Handwriting
- ☐ Ballpoint biro
- ☐ Additional HB pencils (for those who do not yet have a pen licence)

I confirm that I have included **£3.75** cash and that I understand that the pencil case will be delivered to my child's new class at the start of the September term.

Signed: _____

PLEASE INCLUDE CORRECT MONEY AND PLACE ALL ORDERS IN A SEALED ENVELOPE, CLEARLY MARKED WITH YOUR CHILD'S NAME AND CLASS

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