



# TOM NEWBY SCHOOL

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1 September 2023

Dear Parent

The stationery requirements for your child, who will be in **Grade 1 in 2024**, have been printed overleaf. Please take note of the following with regard to organization and payment:

## General Information

1. All of the stationery from School Stationery Pack and Parent Stationery Pack is a compulsory requirement in 2024.
2. **The School Stationery Pack** lists the textbooks, exercise books and stationery items that are included in the stationery pack that will be provided to your child by the school. The cost for this School Stationery Pack is **R1450.00**. **This stationery pack must be purchased in its complete 'pack' form.**
  - The Grade 4 – 7 stationery packs will be issued to learners by their register teachers at the beginning of the new school year. The Grade 1-3 learners will receive their stationery during the year, as required.
  - Items in the School Stationery Pack include items that either cannot be purchased directly from a supplier or items that require uniformity.
  - Four stationers were consulted for quotes and we are confident that most parents will not be able to purchase these items at lower prices from consumer suppliers.
3. **The Parent Stationery Pack** lists stationery that parents can purchase from a supplier of their choice. Items in this pack include stationery that learners may already have or that can be purchased at a more competitive price than what the school suppliers are able to offer.
4. Please note that learners must have all of the stationery listed on the Parent Pack when they arrive on the first school day in 2024.
5. **Full payment for the School Stationery Pack must be made on or before Friday, 8 DECEMBER 2023.** Please retain your receipt as proof of payment as no School Stationery Packs will be issued without this proof. If your child does not progress to the next Grade, the difference in cost of pack will be refunded or charged accordingly.

Should you have any queries, kindly direct them, in writing, to Mrs T Landers, via the school administration office.

Yours faithfully

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MISS GL MYNHARDT  
PRINCIPAL

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MRS T LANDERS  
HEAD OF DEPARTMENT

**TOM NEWBY SCHOOL**  
**STATIONERY ORDER FOR LEARNERS ENROLLING IN**  
**GRADE 1 IN 2024**

1. Please follow the guidelines/instructions provided on this Order Form.
2. You may make payment by physical bank deposit or via internet transfer – for security reasons, no cash payments or cheques can be accepted.
3. Our school's banking details have been listed below. Please use your **child's initial and surname, current class and STAT2024** as a reference on the payment.

For example:

**O. Nleeyou 5V STAT2024**

(NB. Please do not use this name – it just an example of what is required.)

Please make the stationery payment on its own – when other payments are included, it is difficult for the accounts department to allocate the funds correctly.

Bank	:	First National Bank
Account holder	:	Tom Newby School
Branch number	:	250 655 (Lakeside Mall)
Account type	:	Cheque
Account number	:	626 697 34777

4. Please keep a copy of your Proof of Payment (POP) or bank receipt.
5. This receipt might need to be presented to the register teacher in exchange for the Stationery Pack, at the beginning of the school year in 2024.

**To facilitate the ordering process, we respectfully request parents to make  
the necessary payment  
ON OR BEFORE FRIDAY, 8 DECEMBER 2023.**

**STATIONERY REQUIREMENTS FOR GRADE 1 IN 2024**  
**ITEMS INCLUDED IN SCHOOL PACK**

**Stationery**

Item	Description	Qty	Item	Description	Qty
Blackboard duster	Half	1	Ruler 30cm	Clear shatterproof	1
Cardboard - White	Pack of 20	1	Sharpener	Single with container	1
Flip file	20pg A4	2	Waterpaint set	set of 12	1
Fold back clip	19mm	1	Whiteboard /Chalkboard	Combo	1
Folder for newsletters	Meeco ZQ336P	1	Whiteboard marker	Black	4
Glue Stick	20g	4	Pack of playing cards		1
Oil pastels	set of 12	1	Suitcase	School stock	1
Pencil crayons	set of 12	2	Blazer name tag	School stock	1
Pencil HB		12	Chair bag	School stock	1
Plastic sleeves	A4 thick	4	Pencil bag	School stock	1
Plastic sleeves	A3 thick	1	Reading bag - Vinyl		1
Play dough		1	Homework diary		1
White A3 paper	Pack of 50	1	White paper	A4 ream	1
Retractable wax mon ami	Set of 12	2	Tap Tuck Card		1

**Exercise Books**

Size	Pages	Format	Qty	Size	Pages	Format	Qty
A4	72	17mm	7	A4	Clear	Plastic book cover	12
A5	192	Hardcover Feint & margin	1	A5	Clear	Plastic book cover	3
A5	72	Blank for Tracing (Portrait)	1	A5	Clear	Plastic cover (Landscape)	1
A5	48	17mm Landscape	1				

**Workbooks and Textbooks**

Activity Book - TNS version	1
Dictionary: My own spelling/word dictionary	1
Test your brain power 1	1
Spelling and Bonds	3

**TOTAL COST FOR SCHOOL PACK: R 1450.00**

**ADDITIONAL ITEMS REQUIRED – TO BE SUPPLIED BY PARENTS**

Item	Description	Qty	Item	Description	Qty
Colouring in book	200 pg	1	Pencil HB		2
Face cloth		1	Retractable wax mon ami	Set of 12	1
Glue Stick	20g	4	Scissors - Blunt nose	Small metal	1
Hand Soap	Liquid	1	Tissues	Box of 200	1
Ice cream tub	Empty 2 litre	1	Whiteboard marker	Black	4
Pencil crayons	set of 12	1			