



# TOM NEWBY SCHOOL

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1 September 2023

Dear Parent

The stationery requirements for your child, who will be in **Grade 2 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 **R950.00**. **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 course of 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 2 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 2 IN 2024**  
**ITEMS INCLUDED IN SCHOOL PACK**

Stationery

<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>
Ball point pen	Fine Purple	2	Ruler 30cm	Clear shatterproof	1
Eraser	Small white	1	Sharpener - single	with container	1
Flip file	20pg A4	1	Waterpaint set	set of 12	1
Fold back clip	19mm	1	Whiteboard /Chalkboard	Combo	1
Subject folder	Meeco ZQ336P	2	Whiteboard marker	Black	8
Folder for newsletters	Meeco ZQ336P	1	Book bag	EF8066-B2	1
Glue Stick	20g	2	Pack of playing cards		1
Pencil HB		12	Homework diary		1
Plastic sleeves	A4 standard	5	Pencil bag	School stock	1
Plastic sleeves	A4 thick	2	White paper	A4 ream	1
Plastic sleeves	A3 thick	2	Reading bag - Vinyl		1
Play dough		1			

Exercise Books

<b>Size</b>	<b>Pages</b>	<b>Format</b>	<b>Qty</b>	<b>Size</b>	<b>Pages</b>	<b>Format</b>	<b>Qty</b>
A4	48	Feint and margin	1	A4	Clear	Plastic book cover	11
A4	72	Feint and margin	5	A5	Clear	Plastic book cover	3
A5	72	Feint and margin	2				

Workbooks and Textbooks

Afrikaans Geniet Dit - Boek 1	1	New wave mental maths 2	1
Join the dots level 1	1	Bonds to 20	1
Read with understanding 2	1	English in practice Bk 1	1

**TOTAL COST FOR SCHOOL PACK: R 950.00**

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

<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Item</b>	<b>Description</b>	<b>Qty</b>
Blazer name tag	School stock	1	Retractable wax mon ami	Set of 12	1
Chair bag	School stock	1	Ruler 30cm	Clear shatterproof	1
Colouring in book	200 pg	1	Scissors - Blunt nose	Small metal	1
Duster	Soft cloth	1	Sharpener	Single with container	1
Eraser	Small white	2	Tap Tuck Card		1
Face cloth		1	Suitcase	School stock	1
Glue Stick	20g	3	Tape measure	1.5m (not metal)	
Hand Soap	Liquid	1	Tissues	Box of 200	2
Koki pens	set of 12	1	Whiteboard marker	Black	2
Oil pastels	set of 12	1	Pencil HB		4
Pencil crayons	set of 12	2			