



19th June 2020

Dear Student,

YEAR 13 TEXTBOOK RETURN

I hope this letter finds you and your family well. I am writing to ask you to return your A Level textbooks between Thursday 25th and Monday 29th June 2020. School is open between 8am and 4pm and your textbooks **must be handed over to the Main Office staff.**

I am sure you can appreciate that we need to stock take exactly what we have in July, so that when we return to school we can offer our incoming Year 13s the very best support from the start of the new academic year.

In the unlikely event of you wishing to re-sit your A Levels after receiving your results in August we would, of course, be willing to lend you copies of the relevant texts.

If you are unable to return your books between the 25th and the 29th June, which are the dates of the mocks, please email me to make arrangements for another time.

Textbooks are one of the school's biggest financial commitments and if they are not returned, you will be charged the cost of a replacement.

Yours sincerely,

Ms J Walton
Head of Year 13