



CWSC Book Packs 2021

Dear families

We have updated our book pack processes to make it more cost effective for families and to streamline our resource management as a school. After consulting with the school board and staff we will be placing bulk orders of stationery items for 2021. This will ensure that we are only ordering supplies that are required. This means that families will no longer receive an itemised list for each cohort and all resources will be allocated at a school level to ensure all students get what they need.

At Charles Weston we work as a community of learners and therefore the resources are combined and distributed to students to use as needed throughout the year. In the upper primary years we provide students with many of the items to manage themselves as this helps teach organisation and respect for resources.

Complete Office Supplies (COS) is the whole of government supplier for the ACT Education Directorate and they will be supplying the book packs. Book pack pricing includes

- Stationery items
- Photocopy paper
- Art & craft resources
- Digital technology and subscriptions (Seesaw, Epraise, Storybox etc).
- Year level specific resources (eg. Year 2 recorder, Year 6 exhibition art book)

The cost for each book pack is outlined on the following page.

We have introduced two payment options to make this more affordable for families. The options are:-

- Payment of total book pack cost between now and **19th February 2021**
- Payment of \$50 by Friday 19th February 2021 and the balance by **9th April 2021**.

Please fill out the payment slip attached and return to the front office with your payment. If you have any questions or would like to discuss payment options with our Business Manager please email charlesweston@ed.act.edu or phone 6142 0404.

Regards
Nicole Nicholson
Principal



CHARLES WESTON SCHOOL

Coombs

ABN 62 364 519 252

BOOK PACK ORDERING 2021

Please complete the form below and either email to charlesweston@ed.act.edu.au or bring to the front office.

Order placed by (Family name): _____

Contact Details: _____

Date of Order: _____

Book Pack Required	Student Name	Quantity	Price	TOTAL
Preschool			\$75	
Kindergarten			\$70	
Year 1			\$80	
Year 2			\$87	
Year 3			\$90	
Year 4			\$90	
Year 5			\$90	
Year 6			\$98	
TOTALS				

I have:

- Paid the full amount of _____ by 19 February 2021 OR
- Paid a deposit of \$ _____ and will pay the balance of \$ _____ 9 April 2021.

Please note: Payments can be made by instalments.

PAYMENT METHOD (tick one): (Please see over for details on how payment can be made)

Cash/EFTPOS/Cheque:

Credit Card (Quickweb):

Signature of Parent: _____

Charles Weston School - Coombs

80 Woodberry Avenue, Coombs, ACT 2611

P: 6142 0404 | E: charlesweston@ed.act.edu.au | W: www.charlesweston.act.edu.au



ACT
Government
Education

Pay in person with cash/EFTPOS or cheque at the front office:

Correct amount would be appreciated as we do not always have change.

Cheques are made payable to *Charles Weston School*.

Pay by Debit/Credit card:

Using Westpac Quickweb payment service.
Click on the *PAYMENT* tab on the school website:
www.charlesweston@act.edu.au

Fee Code 2021BOOK

Please Note:-
Student Key – Usually the first 5 characters of the student’s surname and first character of their given name
Family Key - Usually the first 5 characters of the family’s surname and first character of their given name

OFFICE USE:

ACTION	DATE	OFFICER
Payment received		
Payment received		
Payment received		

COMMENTS / NOTES: