



2 July 2019

Dear Parents and Carers

Re: Return of Modern Foreign Language Textbooks

At the start of year 10, your son or daughter was issued with the French textbook Studio for GCSE. Unfortunately, this has not yet been returned.

Could you please have a thorough check at home and if found, ask your son or daughter to return it to his or her teacher immediately.

If you are unable to find it, we would appreciate a contribution towards the cost of replacing it. The cost of a replacement is £23.99.

Please send cash or a cheque made payable to "St Martin's School" along with the slip below to the finance office by Wednesday 17 July so that we can purchase new books.

Many thanks for all your help.

Yours sincerely

Mrs H Cajee
Head of French

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Return to finance office with payment

Re: Return of Modern Foreign Language Textbook

Name of student: Tutor Group:

I enclose £..... in payment for the textbook Studio for GCSE issued to my son or daughter but not returned (£23.99).

Signature of Parent or Carer: Date: