

September 2023

Dear Parent/Carer,

Your son/daughter has opted to take GCSE Art & Design. The course requires that pupils keep an Art sketchbook.

To ensure uniformity and continuity, each year we ask all students to buy a black A3 hardback sketchbook which the school will procure. These books are of an excellent quality and are supplied at the very reasonable price. Additionally, due to the size of these books, we also advise that students purchase an A3 clear holdall so that they can conveniently carry around their sketchbook and materials. The two items will cost £11.50 in total.

Payment can be made via our ParentmailPMX on-line system. We are encouraging all payments to be made on-line. If you need assistance in setting up your on-line Parentmail PMX account, please contact the finance office by email finance@cirencesterkingshill.gloucs.sch.uk

I would be grateful for your co-operation in purchasing these books promptly and no later than the **deadline of the end of the school day on Wednesday 27th September 2023**, so that we can place the order to enable your son/daughter to start working in them as soon as possible.

Thank you for your support.

Yours sincerely,

Mrs R Vine
Head of Art