

BOOK CLUB PROCEDURES 2018

- Brochures are sent home with students for you to look through.
Orders can ONLY BE RETURNED on the DATE STATED.
1 DAY ONLY TO RETURN BY 9:00am to be "posted" in a box in the Library (not the Office).
- Do not place in money slot or they will be missed.
- Orders must have a completed FORM, child's NAME and Class Order form MUST BE IN AN ENVELOPE/Zip lock bag, with child's NAME & CLASS on the front.
If using cash IT MUST BE EXACT! - No change is available!
- Payments can be made online using the LOOP system. This is the preferred payment method as it eliminates cash at school. Details are on the back of the brochure and there is no need to send anything to school as it is linked to our school orders.
- Books will be returned to your child's class within a 2-week period.
- If you do not receive your books or there is a problem, please see me and I will pass it on to Mrs. Ball (Book Club organiser).

Happy Reading, J. Smith (Teacher Librarian)