



PTA AND STATIONERY FEES PAYMENT FORM 2017-18

Family Surname _____

Student(s) Name	Year entering in August 2017

Stationery PACK 1 – Mandatory Years 1-7 WILL BE DELIVERED TO THE CLASS

Details of all packs can be found on the school webpage: http://www.discovery.edu.hk/current-parents/stationery/	Year level starting in August 2017	Price	Quantity	\$ Total
	YEAR 1	\$705		
	YEAR 2	\$485		
	YEAR 3	\$370		
	YEAR 4	\$285		
	YEAR 5	\$310		
	YEAR 6	\$265		
	YEAR 7	\$180		

Stationery PACK 2 – Mandatory, but you do not have to buy from the PTA.

*Do not place an order for these items if you wish to source elsewhere.

*PARENTS MUST PICK UP PACK 2 ORDERS FROM PTA SHOP DURING THE FIRST WEEK OF SCHOOL

The following items are NOT included in the packs: Calculators, headphones and pencil cases. Library bags can be purchased as needed from the shop	Year level starting in August 2017	Price	Quantity	\$ Total
	YEAR 3	\$88		
	YEAR 4	\$215		
	YEAR 5	\$200		
	YEAR 6	\$250		
	YEAR 7	\$445		

Calculators – Mandatory, but you do not have to buy from the PTA.

*Do not place an order for this if you wish to source elsewhere.

*PARENTS MUST PICK UP CALCULATORS FROM PTA SHOP DURING THE FIRST WEEK OF SCHOOL

	Year level starting in 2017	Price	Quantity	\$ Total
	YEARS 7 & 8	\$180		
	YEARS 9 – 12	\$1280		
	YEARS 13	\$1280		

Annual PTA Fee: All families – Compulsory

\$450

Remember to include **\$450 PTA fees** in your total and submit this form together with payment **BEFORE 9 JUNE 2017**. We accept cash or a cheque made payable to DCPTA.

TOTAL AMOUNT

\$

Parent Name and Email _____

- ☐ Please contact me to help during PTA events
- ☐ I/We are willing to be a Class Parent Representative

PTA AND STATIONERY FEES PAYMENT INFORMATION

All orders must be placed by Friday 9 June 2017. After this date we cannot guarantee delivery of the Stationery Packs for the start of next school year.

PTA Fee – All Families

It is a requirement of the English Schools Foundation Ordinance that all parents of Discovery College join the DCPTA. The annual fee is \$450 per family **and must be paid before purchasing stationery packs, uniforms or booking the school bus service.**

Stationery

All students have two Mandatory Stationery Lists. **Pack 1** must be purchased through the PTA. **Pack 2** can be purchased as a fundraiser through the PTA or at a shop of your choice. The PTA does not supply headphones or pencil cases and these will need to be sourced elsewhere. **Y2 & 3 only**; If you are new to the school or have lost your Library Bag, this can be purchased when you visit the shop to buy your uniform.

Pack 1: Mandatory Stationery Pack 1-must be purchased from PTA

Years 1–6: These packs include exercise books and other stationery items (e.g. pencils/erasers/glue sticks) depending on year group.

Year 7: These packs only include exercise books.

Years 8-13: Exercise books can be purchased individually from the PTA Shop when required. We expect students to make efficient use of paper and if they have space in their current exercise books, they should continue to use these in the following school year. **It is the responsibility of all Year 8-13 students to ensure they have the correct exercise book for each subject.**

Pack 2: Mandatory Stationery Pack 2 “Parent-Sourced Stationery Pack” – All Years

Students in Y3-11 require additional stationery items, such as pencils, pens etc. These items can be purchased as a fundraiser from the PTA or a shop of your choice. DCPTA offer these items for sale, once a year - in June, packaged together for your convenience. Proceeds from this fundraiser will help support the school community. Individual items are also available throughout the year. Please print the order form and return it to the PTA Shop along with your payment.

How to pay

We only accept cheques or cash. Make your cheque payable to “DCPTA” and return it to the PTA Shop before 9th June 2017. Write all of your children’s names and year groups on the back of the cheque. (Please include all items in the same cheque.)

Delivery and Pick-up Arrangements

1. Years 1-7 Mandatory Stationery Pack 1 - will be ready in your child’s classroom on the first day of school (provided your PTA fee and stationery order have been paid for in full).
2. Years 3 -12 - Mandatory Stationery Pack 2 and calculators – If you have placed an order, it will be ready for pick up from the PTA shop from 10th August 2017 (provided your PTA fee and stationery orders have been paid for in full).

Please contact the PTA Shop at pta@dc.edu.hk or by calling 3969 1069 if you have any questions.