

17/11/2017

Dear Parents/Guardians

### **Re 2018 Booklist**

Sandringham College has chosen OfficeMax to be our 2018 Booklist supplier. It was decided to move forward to EBook and Text bundles which offer more flexibility and interactivity in our Teaching and Learning. Our Curriculum Team put a lot of effort comparing different product packages available and selected Officemax - we believe its on-line collaborative portal option and a school incentive program will really benefit our students. Each year level's booklist with instructions have been posted on Compass and below is some additional information:

1. For current **Y8-11** students - Please **DO NOT** place order before confirming your 2018 subjects
  - Most Year 10 and 11 students have had a subject confirmation interview, but a few have not.
  - Year 8 and 9 students' elective subjects are yet to be confirmed.
  
2. Free delivery - order by 10<sup>th</sup> December 2017  
Booklists need to be ordered online via Officemax portal and are delivered to the address of your choice. There is no delivery charge if you submit the order by 10<sup>th</sup> December and we encourage parents to take advantage of this service. You can still place orders after this date – with details of the timelines and delivery charges listed on the booklist form.
  
3. ZipPay – Booklist Payment Plan  
Officemax offers ZipPay which allows families to purchase their requirements and pay later. Please check Compass for further information and instructions.
  
4. School Support
  - We have a laptop at each campus office for parents who may need online access.
  - We understand that families may experience financial difficulties and Sandringham College may provide various wellbeing support options. Please contact your child's Student/Program Manager or our Wellbeing Team as early as possible should you wish to discuss any support arrangement.

Please check Compass for the booklist and instruction information. If you have a problem accessing Compass please contact the office immediately as Compass is our primary tool for communication. Please feel free to contact the office should you have any queries @ 8599 0500.

Best Regard

Admin Team