



Birches First School

Believe, Grow, Succeed ...
...to be the best 'me' I can be.

13th September 2022

Dear Parents,

Lost Reading Books

As you are aware, reading books do cost a lot of money to purchase and we need to be able to track books which have been damaged or lost by children or at home. If your child does not bring their reading/library book to school during the week, they will be issued with a lost book letter and a reminder is sent home to return the book.

If your child for the second week still does not bring their book home, another letter will be issued to the parent requesting a £5.00 fee to cover the cost of the book. Your child will then be issued with a new reading book. The teacher will notify the office who will set up the fee on ParentPay for parents to pay.

If your child misplaces two separate reading books then they will be required to keep their reading book in school and will not bring it home. If parents/carers do find the lost book, please take the book to the school office as they will take off the payable fee on ParentPay.

Thank you so much for your understanding with this difficult matter.

Best wishes

S Varricchione

Headteacher