




23 July 2018  
lms/spw/flipfiletr

National Teaching School  
designated by  
  
National College for  
Teaching & Leadership



**STJOHN'S**  
MARLBOROUGH  
AN INTERNATIONAL  
ACADEMY

Dear Parent

### A3 flip files for Art

All Year 7 Art students will be required to have an A3 flip file to encourage them to have ownership of their work and set high expectations for presentation. This can be obtained from the Art Directorate at a cost of £5.00 each, for students who have Free School Meals there will be no charge. The flip file will be used throughout Key Stage 3 to show progression of work.

To order a flip file from the Art Directorate, **payment should be made online through ParentPay, please ensure you select the Yr 7 Flip File item and not one of the other Art supply items linked to your child's ParentPay account.** Your log in details should have been supplied via your son/daughter at their induction days in July, or will follow by the end of August. Payment can also be made by cheque with the completed slip at the end of this letter. For security purposes we request that you do not make payments in cash, the Academy cannot be held responsible for the non-receipt of cash payments from students.

If not paying online, please return the slip and payment as appropriate via the financial mailbox (located in the Atrium by the exit to the tennis/netball courts) in an envelope marked Yr 7 flip files and for the attention of Mrs Woodburn.

Yours faithfully



**Mrs L Spokes**  
**Director of the Arts**



Please return slip and **cheque** payment to the Financial Mailbox in the Atrium. These should be in an envelope marked for the attention of Mrs Shirley Woodburn and Yr 7 flip files must also be detailed on it. Cheques should be made payable to **'St John's Marlborough'**.

### Reply Slip

I would like my son/daughter to have an A3 flip file for Art.

I enclose £5.00 for this.

Free School Meals / PP Student – no charge.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Student: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

