



Fort Pitt Grammar School



5th September 2017

Dear Parents / Carers

We are pleased to be in a position to order revision textbooks and examination preparation workbooks for the AQA GCSE BCS course as follows:-

GCSE Business & Communication Systems AQA Revision Guide with CD-ROM £3.25

The book provides information and exercises for students to try as examination practice and so is a useful aid to revision.

Please complete the reply slip and return this together with payment of £3.25 placed in an envelope with your daughter's name, tutor group and subject written clearly on the outside. This should be given to the main office of Fort Pitt Grammar School between 8.10 and 8.25 a.m. or during morning break by 15th September 2017 at the latest. Cheques should be payable to Fort Pitt Grammar School. Alternatively payments can be made to the school bank account, sort code: 08-92-99, account number: 65150432, reference: your daughter/son's name – BCS Revision Guide.

If there are any financial difficulties, please contact me; the matter will be dealt with in confidence and sympathetically.

Yours faithfully

Mr R Pitman
Head of ICT

To: Main Office at Fort Pitt Grammar School

Name of student:..... Tutor Group:

I would like to order the following:-

CGP : BCS Revision Guide

I enclose cheque for £3.25

I confirm that I have made payment to the school account.

Parent/Carer Signature:..... Date:.....

Headteacher : Nick Watkiss BMus (Hons), NPQH, FRSA, FCoT, PQSI

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