

From: Mrs D Oatts

Manager, School Shop
debby.oatts@kwc.sch.im

18th May 2009

Dear Parents

Please find below details of the School Shop for King William's College.

Directions: Please park in the car park at King William's College. The door to the shop is adjacent to the main Bursary entrance.

Term Time Opening Hours

Monday	8.30am – 2.30pm
Tuesday	8.30am – 2.30pm
Wednesday	8.30am – 2.30pm
Thursday	8.30am – 4.30pm
Friday	8.30am – 2.30pm

The School Shop is managed by KWC staff; we supply school uniform for College and The Buchan, sportswear and sportswear equipment, stationery and other essentials to school life. The aim of the school shop is to provide a first class service to the school community, any profit made by the shop is put back in to the school.

The shop accepts all major credit and debit cards and we are happy to manage orders by phone or e-mail. During term time pupils can purchase items from the shop and charge them to the school bill, this will be invoiced at the end of term with the main school bill.

If you plan to visit for a new uniform during term time, please phone 820464 to arrange an appointment. There is normally only one member of staff in the shop and this should prevent any long delays.

Summer Holiday Opening Hours

Dates:	Monday 17 August – Wednesday 2 September 2009
Opening Hours:	10am – 3pm Monday to Friday 10am – 12 noon Saturday 22 August and 29 August

N.B. The shop will be closed on Bank Holiday Monday, 31 August 2009.

No appointment is necessary over the summer as there will be extra staff in the shop. It would be very much appreciated if Island families could plan their visit to the shop avoiding the 1st and 2nd September 2009, when overseas Boarders return to school.

Normal term time opening hours will resume from Thursday 3rd September 2009.

Nametape reminder: All items of uniform and sportswear must be clearly named; August and September are the busiest months for nametape companies so please order well in advance to ensure you have nametapes for the start of the new school year.

Yours sincerely

Mrs Deborah Oatts