



# Sir Frederic Osborn School

*Achieving Success Together*

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Herns Lane, Welwyn Garden City  
Hertfordshire AL7 2AF

12<sup>th</sup> July 2017

Dear Parents/Carer

## Key Stage 3 – Design and Technology Payment September 2017

As part of the Design and Technology curriculum, your son/daughter will be participating in Food Technology and Product Design from September 2017.

In order for Sir Frederic Osborn to provide ingredients, materials and packaging, we require all students to pay a one-off sum of £15 for the new academic year September 2017 – July 2018. This is necessary to ensure high quality teaching in lessons as part of our innovative and inspiring curriculum. We feel that this one off payment will simplify the process for parents because we will not be asking you to provide individual ingredients/materials on a weekly basis. As I am sure you will agree, this will ease the preparation for your child's Design and Technology lessons and allow us to ensure that all students have equal access to high quality materials.

Please make your payment by the school's electronic payments system (Wisepay), complete and return the slip below. If you have not used 'Wisepay' before, please contact the Finance Office on ext. 312 or email [finance@sfosborn.herts.sch.uk](mailto:finance@sfosborn.herts.sch.uk) for a username and password.

As you are aware it is the school's policy to treat cases of financial hardship in a sympathetic manner. Should this be the case, please do not hesitate to contact me on ext. 342 or email [john.puntrello@sfosborn.herts.sch.uk](mailto:john.puntrello@sfosborn.herts.sch.uk) where we will be able to discuss any problems in confidence.

Thank you for your help in this matter.

Yours sincerely

*J Puntrello*

Mr J Puntrello  
Subject Leader Design & Technology

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To: Finance Department

KS3 Technology Payment Sept 2017

Students Name: ..... Form: .....

I have made a payment of £15.00 through WISEPAY.

Signed: ..... Date: .....

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[www.sfosborn.herts.sch.uk](http://www.sfosborn.herts.sch.uk)