



**Mount Grace School**  
Committed to Excellence

Dear Parent / Carer,

4<sup>th</sup> November 2010

As we are fast approaching the final part of the pupils time at Mount Grace I am hoping that we can start to put together some of the memories into a Yearbook. This will hopefully serve as a reminder of the students and staff who they have worked with over their years here.

In order to get this process started I have asked the form representatives to help me by trying to bring together some of the photographs and comments needed for the professional production of their book.

I would ask that if you or your son / daughter have any images they would like to contribute to the yearbook (the more embarrassing the better please!) then they can either upload them directly (using their password) or email them to me at the address below with details of what it relates to:

naylor@moutgrace.herts.sch.uk

Alternatively students can bring in a memory stick of photographs which can be uploaded.

We would also like to spread the cost of the book by collecting installments for the purchase of the finished product. We estimate that the cost of a completed book, with both colour and black and white pages and hardcover to be approximately £20. This may of course be more or less depending on the final number of books sold (the more sold the cheaper they become). Please can all cheques be made payable to "Mount Grace School" and be placed in a sealed envelope with Yearbook written on the outside and handed into reception making sure that it is clearly marked with their name and form.

This year our supplier will be Meno Yearbooks ([www.menoyearbooks.com](http://www.menoyearbooks.com)) and I am confident that the quality will be excellent and they will be proud of the final result. If we can place a deposit for the books soon, then this will also reduce the overall costs involved.

**Please note there will only be a limited number of books available and these will only be ordered if a deposit is received. Please note the deposit is non refundable.**

T Naylor  
HOL Yr11

I enclose a deposit of £5 towards the cost of the Yearbook   
I enclose a deposit of £10 towards the cost of the Yearbook

Student Name:

Form:

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Headteacher: **Peter Baker**



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