



# St Edward's School

Principal: Gary McSweeney

All Correspondence to:  
PO Box 5225  
South Tamworth 2340

**Primary Dept:**  
Hillvue Rd  
South Tamworth 2340  
Ph (02) 67657 847  
Fax (02) 67620 376

**Infants Dept:**  
Robert St  
South Tamworth 2340  
Ph (02) 67658 569  
Fax (02) 67621 694

5<sup>th</sup> February 2018

Dear Parents,

Once again it is time to organise a roster for volunteers to help in the Canteen. If you are able to assist, would you please complete the form below and return to school by Friday 16<sup>th</sup> February. If you were on the roster in 2017 we ask you to complete the form as well, confirming your availability.

You will be required to help out **one day each month from 10.30am to 1.40pm at the Primary** (where the lunches are prepared) or from **1.00pm to 1.40pm at the Infants**. Please note if you have children at both Campuses, you have the option of combining a Primary and Infants duty on the same day.

The Canteen is an extremely vital facility which is unable to be run effectively without the kind assistance of our wonderful parents.

If you have any enquiries, please don't hesitate to contact me on 67 657847 between 9.30am and 1.45pm.

We look forward to your favourable reply.

Yours faithfully,

*C. Dubois*  
Clare Dubois,  
Canteen Supervisor.



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## Canteen Helper Note

I am able to assist at the

**Primary**

**or**

**Infants**

Monday	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>
Thursday	<input type="checkbox"/>
Friday	<input type="checkbox"/>

Monday	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>
Thursday	<input type="checkbox"/>
Friday	<input type="checkbox"/>

Signed:.....

Name:..... (please print) Phone:.....

Child's Name: ..... Class: .....