



NAGLE COLLEGE

ABN 86 875 623 906

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30th March, 2016

Dear Parents and Caregivers

We are very excited with the changes to our College in relation to the building works being carried out in Bally block and the Administration block and I would like to thank you for your patience throughout the term.

The builders are in their final stages of finishing both areas and we should have our spaces available for the start of Term 2.

To accommodate the final stages in the building process, we must now relocate our Reception and Student Services area and again would appreciate your assistance. Our office will not be open from Monday 4th April to Friday 8th April, 2016 for our families to walk in with general day to day enquiries or for personal messages. We will be operating for emergency messages and to handle all reception enquiries over the phone, including over the phone school fee enquiries and payments.

Again we would like to thank our families and students who have been extremely co-operative and understanding with the disruptions whilst the building works were being carried out during Term 1.

Uniform Shop trading days and hours are as follows

Not Open	Monday, 4th April, 2016 Thursday, 7th April, 2016
Open	Wednesday, 20th April, 2016 (8.30am to 12 noon)
Open	Friday, 22nd April, 2016 (8.30am to 12.30pm)

Yours sincerely

Mary Fairhurst
Business Manager