



# Second-hand Books

Incoming Year 7, 2017

The Chaplaincy Committee at Balwyn High School serves our community and supports our Chaplain and Welfare in the school in general. Re-cycling of 'pre-loved' items of books and uniforms - managed by volunteers giving generously of their time - makes up the bulk of fund-raising. Read on for general information about buying and selling Second-hand Books.

Unfortunately, for the first time we are struggling to have books to sell to Incoming Year 7. So many book changes this year have left mainly only the Language books. Reading about how the system works however, will encourage you to use the service at the end of the year – having looked after books to keep them in the best sellable condition!

**Purchase by pre-order: send requests before Tue 6<sup>th</sup> December. Use Pre-order Form attached**  
**If not Pre-ordering: Remaining stock available after Pre-orders are packed - from Tuesday 6<sup>th</sup> December**

**How to pre-order:** Complete and send attached page as email attachment to **secondhandbooks@balwynhs.vic.edu.au** or to **balwynbooks@gmail.com** - or mail/fax/send to the General Office (suggestion: keep a scan or photocopy)

**Times to collect:**

<u>Monday 5<sup>th</sup></u> December	6-9pm
<u>Tuesday 6<sup>th</sup></u>	9-12pm (Orientation Day)
<u>Wed 7<sup>th</sup></u>	1pm-4pm
<u>Thur 8<sup>th</sup></u>	3-5pm (to coincide with Uniform Shop)
<u>Friday 9<sup>th</sup></u>	10am-4pm

**Pay on collection:** Mastercard or Visa credit card, cash or cheque (Balwyn Chaplaincy Booksale)

(If an Order is to be held, explain on order sheet or send email or text before Friday midday, as after that items may be 'poached' from uncollected packs to give to those on waiting lists.)

**Where to collect:** The Assessment Centre is under the David McGrail Theatre at the western end of the A M Rogers Hall. Enter via the brick pathway between Reception and the Music Centre and down the steps directly below the vibrant blue Balwyn High School Student Voice sign. After hours enter via the pedestrian gate near the top of the staff/stadium car park, go under Xplore walkover and turn right. Or go through Stadium, or walk up between Stadium and oval from lower carpark. Find us opposite back door of Stadium.

**During school hours visitors are required to enter and exit via the Visitor Pass Kiosk at Main Reception.**  
**Type BSH select BOOKSHOP, enter name.**

## Second-hand Books (Term 1, 2017)

**BOOKSTORE LOCATION: F16 – as described above, just inside the doors at the foot of the steps.**

**Opening Times in Term 1, 2017:** Open for sales, returns and exchanges. (Other times can sometimes be organised).

On the 2 days <u>before</u> students start	30 <sup>th</sup> & 31 <sup>st</sup> Jan	11am–1pm
Week 1 - first student day of school	Wednesday 1 <sup>st</sup> Feb	10–2pm (includes Recess & Lunch)
Remainder of Term 1	Tuesdays	11am-12 midday (includes Recess)
Term 2 +	Tuesdays on request	Contact after checking blogspot below.

Queries: Verna Woods **0408 534 307** or email to **balwynbooks@gmail.com** or at **secondhandbooks@balwynhs.vic.edu.au**

This and other second hand book forms available **www.balwynhs.vic.edu.au** on menu bar/Parents/Secondhand Books

or on our Booksales website **balwynbooks.blogspot.com.au**



## Information about our second-hand books and their journey

**Pricing:** Books are deemed new/good/fair/donated (or unacceptable) then a bar-code label is attached. This details a particular book name, its code, the unique seller reference number, the price and the sequential number. Most are deemed 'Good' and sold at 65% (rounded down to nearest dollar) of current (Campion) new price. A very few will be 'Excellent' and sell at approx 75%. Some are marked 'Poor'

and sold at 50% or less. Owners are paid 70% of the selling price and the rest is commission to Chaplaincy. With  $\pm 4000$  items going through our hands we do our best to provide good condition books but ask you check them at time of buying. If there are problems please return as soon as possible (see opening times elsewhere).

**CDs & ecodes:** books with or without a CD are priced on condition only, as clearly we are unable to guarantee a used CD. (It can be noted that in some subjects they are not used). If missing a CD it will be marked for your consideration before paying. Many books now have an access code inside the front cover. or ecode and code uses vary in length.

**Payment:** Cash, Debit/Credit card (Visa/Mastercard only), Cheque "*Balwyn Chaplaincy Booksale*" (add phone no)

**Labels:** OUR barcode label acts as proof of purchase and **SHOULD NOT BE REMOVED until any changes in classes** or need for exchange has passed. If removed, attach to invoice. No label, no refund as it identifies the owner.

**Returns:** Wrong book? Damaged book? Subject change? From your receipt or label we can reverse payment details up until 28 February when owners are paid. Books sold after 28 February have a return period of 2 weeks.

**Care:** To resell at end of year, ensure students mark books with pencil only (apart from name and form in flyleaf). We reject or mark down books in poor condition.

**Workbooks:** We rarely handle workbooks. They must be cleaned up. Our motto "If we clean - we get the money!" because our time and effort deserves the full profit of the book. All the workers are volunteers.

**Identification:** Sadly loss or stealing can happen. Try this. Choose a meaningful (to you) number (eg your house number is 19) and along spine of all books on page 19, finely write your name or a symbol. It may help a student prove ownership of a book when you suspect a book is yours even if front page ID is torn out or obliterated.

*Verna Woods*

*Co-ordinator of Booksales*

## Chaplaincy at Balwyn High School

Chaplaincy at BHS was established in 1991. Its cost is paid equally by Balwyn High School Council and by the Balwyn Chaplaincy Committee. Our present Chaplain, DOM DURANTINI, is a fantastic addition to the school and an integral part of the Wellbeing Team supporting our students, parents and staff.

The Committee contacts churches in the area for a Mission contribution. It is highly dependent on this and other ways to raise funds and awareness and seeks personal donations wherever it can (tax-deductible). The Second-hand Book and Uniform Sales provide the Committee with funds for the bulk of their portion and hopefully can supplement any shortfall in other areas, to honour its agreement with ACCESS Ministries.

Thank you for supporting the Booksale. We are pleased to be able to provide such a service to the school community - to sell unwanted books, to enable savings on purchases, to assist in recycling and reduction in waste, and to find an elegant way to fund Chaplaincy and student welfare generally at Balwyn High School!

We would love you to help us by being a volunteer during the time of intake of books – a huge but happy and organised task. Make and meet friends, get your books for the next year, and help a good cause. Indicate your interest (name, address, phone) and email to [secondhandbooks@balwynhs.vic.edu.au](mailto:secondhandbooks@balwynhs.vic.edu.au) or to [balwyn books at gmail.com](mailto:balwyn books@gmail.com)

Don't forget our comprehensive website

[www.balwynbooks.blogspot.com.au](http://www.balwynbooks.blogspot.com.au)



# BUY YR 7 2XHBooks for 2017

**For Secondhand books a PRE-ORDER SYSTEM is our preferred selling option in Nov/Dec**

tick items wanted and send to us by end of **Mon 5<sup>th</sup> Dec** (orders first in, will be first filled on Packing Day)

email to [balwynbooks@gmail.com](mailto:balwynbooks@gmail.com) or [secondhandbooks@balwynhs.vic.edu.au](mailto:secondhandbooks@balwynhs.vic.edu.au)  
or post/send to Office (packed in order received)

With many changes to new books (and increasing online requirements) we regret there are so many less on sale second-hand for 2017. You can look forward to keeping your Year 7 books in good condition to sell for 2018!

**Yr 7, 8, 9 Maths:** these are new editions for 2017, but the Maths Faculty will accept the older version.  
**Workbooks:** We rarely handle workbooks – as they have inevitably been used – but any suitable ones taken in, will be offered to the first orders matching that subject.

### COLLECTION OF PACKS

And also direct sales from remaining stock

<b>Mon 5<sup>th</sup> Dec eve 6-9 pm</b>	<b>Tue 6<sup>th</sup> Dec 9-12</b>	<b>Wed 7<sup>th</sup> Dec 1-4</b>	<b>Thu</b>	<b>Fri 9<sup>th</sup> Dec 10 – 4</b> Items may be 'poached' from Uncollected Packs after Fri midday
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**WHERE ? ALL ACTIVITIES Lower F Block Assessment Centre (back of Stadium)**

In school hours, visitors need to enter & exit via Main Reception – type BSH & tap BOOK SHOP in the Visitor Pass Kiosk.

Then walk length of Rogers Hall, down steps below the McGrail Theatre (under high, colourful, Student Voice billboard).

After-hours, use Stadium carpark, walk up by oval or through Stadium to enter doors opposite Stadium back door & into Assessment Centre (or enter via green pedestrian gate from Teachers carpark and under the Year 9 Xplore walkway).

If you would like to work with us in processing books from Nov 24 to Dec 9, send an email, text to Verna on 0408 534 307 or put a note below.

Office: Time & Date	Office Order no.
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**YEAR 7**          65% of new =          tick \$

Chi	Ni Hao 1 - 3/e		<b>29</b>	
	Chinese Made Easy 1 - 3/e		<b>39</b>	
Fre	Tricolore 1		<b>24</b>	
	French Binder Dictionary		<b>12</b>	
Mat	Maths 7 (1/e will be accepted)		<b>20</b>	
Mat	Calculator, Sharp or Casio		<b>19</b>	
	<i>For SEAL 1 students only</i>			
Eng	<i>Outsiders (Hinton)</i>		<b>13</b>	
His	<i>SEAL/ALP BHS Custom Hist 7-8</i>		<b>57</b>	

**NAME** .....  
First name                                          FAMILY/SURNAME

Student ID No. if known . . . . .

CONTACT email/phone . . . . .