21st November 2019

Dear Parents,

Christmas gift bags for our community partners

As we look forward to the Christmas season, a time of generosity and gifts, we are keenly aware that our school community lives in a wider community with many children who are in need.

This season, as part of our community work, TBS would like to bring in the spirit of Christmas and reach out to four of our community partners - Disabled Service Association, Hope Rising Children's Home, Mary Ward - Jhamsikhel and Mary Ward - Lubhu. We will be supporting them by providing each child from these schools and organisations with Christmas gift bags filled with essential items.

Our goal is for our students to reach out to those who are in need and fill the bags themselves. Items that can be included in the bag must be new and in order to keep all the gift bags similar, we request you not to spend more than 600 NRs per bag. You are always welcome to fill more than one bag.

Given the nature of these bags, it may be a good idea to go shopping for gifts with your daughter/son so that she/he is involved in the process and gains a deeper understanding of the meaning of giving, as it is so important at this festive time.

If you would like to participate, please follow the instructions enclosed with this letter.

We need to receive the bags in school no later than Friday, 6th December so that we can distribute the bags to our community partners the following week.

We appreciate your support and hope that together we can make a difference and bring some joy to the less fortunate children in our community.

Yours sincerely

Ms. Sangita Pandey
Community Administrative Officer
PLEASE FOLLOW THESE GUIDELINES IN FILLING YOUR CHRISTMAS GIFT BAGS:

1. COLLECT YOUR CHRISTMAS GIFT BAGS (Monday, 25th November)
   Primary bags will be distributed by their teachers. Secondary bags will be distributed in mentor time. Students will then bring the bags home with them to be filled. These should be returned to school no later than Friday, 6th December.

2. PURCHASE GIFT ITEMS
   Items that can be included in the bag must be new and below are some of the suggestions:
   - **NEW SMALL TOYS:**
     Games (no cards), puzzles, soft toys balls, cars and jump rope.
   - **SCHOOL SUPPLIES:**
     Pencils, pens, erasers, sharpeners, colored pencils, markers, colouring books, notepad and crayons.
   - **TOILETRIES:**
     Toothbrush, toothpaste, hair comb and bar soap.
   - **ACCESSORIES:**
     Sock, hat, hair clips and gloves.

3. FILL THE CHRISTMAS GIFT BAG
   Fill the bags with the gifts that you purchased. If you choose to make a card you are welcome to do so.

4. DROP OFF
   Primary, hand the bags over to your teachers. Secondary, give it to your mentors.