How the P&F ‘Student Birthday Book’ Donation Process Works:

1. Open the CPS Birthday Book Donation Listing

2. Scroll through the listing and select the title(s) you would like to purchase on behalf of your son

3. Send an email to Athenia Pascoe at atheniap1@gmail.com listing:
   - the name of the book(s) you would like to purchase
   - your son’s name and class
   - the age he turned this birthday

4. Send a cheque for the book (make the cheque out to CPS P&F) in an envelope to the school marked, ‘CPS birthday book donation’. All book requests and payments must be received by the end of each month

5. All donated books will be purchased by the P&F and a sticker plaque will be placed in the front of each book highlighting the boy who donated it - ie:
   
   Donated to the CPS library on Ben Smith’s 9th birthday, 2014

6. At the last Friday assembly of each Term, Mr Dicks will be presented with all the books that have been donated that Term

7. The book listing is updated regularly. All titles that have been purchased will be marked as such. Some titles may be removed if the book has been donated more than once