

Dear Parents

Second-hand Textbook Trading

Ballarat High School is conscious of the need to provide an efficient process for families to be able to buy and sell their second-hand textbooks and other student resources.

I am delighted to inform you of the school's initiative to provide parents with the ability to trade these second-hand items via the Sustainable School Shop website. www.sustainableschoolshop.com.au

Results from other schools have been excellent - families have enjoyed a very comprehensive and convenient method of buying and selling second-hand items.

The new service is very accessible, it preferences our school first and then provides access to buy and sell items with families attending other schools so you'll have access to a far larger pool of second-hand textbooks, calculators, stationery, musical equipment, etc all year.

For the best results:

- Register on the Sustainable School Shop website
- List your items for sale
- List wanted ads for those items you are looking to buy
- The school's booklists are loaded into the system to make listing ads easy
- The system matches the ads of buyers with sellers and notifies the buyer via email
- Buyers contact sellers and arrange where and when to trade
- Most trading will occur with other parents from the school
- Parents are well supported via Sustainable School Shop's telephone (0438 743 444) and email help lines
- The system is simple and easy to use - If you don't have a computer, internet access or an email address, please call the Sustainable School Shop for assistance
- **You can pre-arrange the transaction and then trade after the texts are not required.**

Families are offered three levels of access:

- Search only - registering/logging-in on the Sustainable School Shop, searching all the for sale ads and gaining the sellers' contact details is free.
- Single items cost \$1.50 to be advertised
- Subscription - an annual subscription costs \$21.95 and is the most anyone will pay. These are taken by families who have many items to advertise.

We are very pleased to offer this service and we hope you will make the most of this opportunity.