

Book Sale 2014: How it works

Every year, you buy several books for your children.

These books are expensive: from €7 to €25 on average, but some can cost up to €60!

Some books aren't even opened by the students and you find yourself, each year, with books, some used more than others, which are no longer any good to you. On the other hand, you have to buy new books for the following year....

And don't forget that recycling also helps our planet.

The solution is called: The Book Sale.

Here are the answers to questions you may have:

➤ Who are we?

We are a group of volunteers, parents of students, like you. We are giving up a little of our time to try to make our school a pleasant place for all. One mum, who has experience in selling secondhand school books in Brussels 3, has offered to help us put in place this structure.

➤ Why throw it out when you can sell it?

Instead of keeping those books on your shelf or throwing them out, why not sell them on?

Indeed, other students will need these books the following year and will be happy to get them at a lower cost.

➤ Why spend more?

Instead of paying a lot of money for new books, why not buy them second hand? Most of the time, they are in very good condition and will do the job just as well as new books.

➤ What do I have to do to sell my books?

- You will find a registration form on the Apeee website. You fill in 1 slip for all of your books and you print off 2 slips.
In case you would like to sell books from different language sections, please fill out a slip for each language section concerned.
- Send the registration form, via e-mail to livres.books.APEEE.BXL2@gmail.com. Please add "Pre-registration 2014" to your message.
- All you have to do then, is bring the books to one of the sales with 2 copies of the slips. We will then sign 1 slip for receipt of the books.
- Above all, don't forget to mention the bank account number (IBAN + BIC required) into which you want us to deposit the money from the sale of your books.
- Registration is not obligatory but it is strongly advised. It helps us to better manage the sales and to keep you better informed.

We will help and guide you to the best of our ability and we will let you know which books are no longer on the curriculum.

Please note: We don't take books in which students have written. Please make sure that all handwritten notes have been erased before submitting your books for sale.

We cannot sell activity books or workbooks unless they have not been used.

➤ How can I buy second-hand books?

Turn up at one of the Book Sales.

Calmly choose the books you need and pay for them in cash. Give your money to the person in charge of the language section where you find the books.
You then take your books home with you.

➤ **Which books can I buy or sell?**

Subjects in L1 as well as foreign languages and subjects taught in other languages are all, usually, included. All textbooks on the school list are accepted and placed for sale.
We also put on sale novels and paperbacks used by language teachers.

➤ **And if I don't find the books on my list?**

That can happen, of course. If it does, try coming back to another Book Sale. The success of the Book Sale depends on books being made available by sellers: the more sellers we have, the more books we can offer and the better chance you have of finding what you want.

N.B. : When a book is new to the curriculum, you won't find it on our tables: we are pointing this out so you can order it from a bookshop.

➤ **How does the committee know who owns the books?**

Each book should be accompanied by the sales slip on which you have noted your surname, the school year, the title of the book, the subject for which it is used, the condition of the book and, most importantly, the account number to be credited.

When the book is sold, the cashier takes out the slip and gives it to the treasurer.

➤ **How much do second hand books cost?**

We - that is, the volunteers who are looking after the Book Sales - decide on the prices in a fair way, for the same books. The price of a second hand book cannot exceed half the price of the new book (based on the average price at which the book is commercially available.) This price is increased by €1 to contribute to the purchase of school materials, books and magazines for our children.

The average sale works out at about €5 to €15 per book. The worse the condition of the book, the lower we make the price. But you are sure to recover something.

➤ **When will I receive the money from my sales?**

After the Book Sale in September, around the end October/beginning November, the total amount collected for you will be lodged into the bank or post office account, mentioned on your sales slips. Books not accompanied by a sales slip and with no way of finding the seller, will be considered as donations, from which the profit will be used for the purchase of materials, books, magazines...etc...for the children at school

➤ **What is the reason for the extra €1?**

This is a "charitable donation." In fact, the school budget does not allow for the purchase of materials, books, magazines...etc...intended for the benefit of our children within the school. To feel good in school is important and the purchase of certain materials to promote this feeling of well-being is our major objective.

We will consult regularly in order to make the best acquisitions. Each year, this money will be spent intelligently for the children in school and you will be notified as to how it is used.

➤ **What happens if I leave the school?**

As long as your bank account is still open, we will deposit the proceeds from your sales. Don't forget to contact us if you close the account.

➤ **What happens if a book is not sold?**

Unsold books are put back on sale at each Book Sale up until the end of September. You should take back your unsold books at the latest, by the last sale in September. If they are still on the curriculum the next year, you can put them back on sale the following June.

Books recovery: During the month of September or October 2014 you can collect your unsold books. This can be done by sending a message to: fransounette@skynet.be
Unsold books can be recovered until 20 December 2014.

After this period:

- The books that are still in the school program this year will be retained and represented at the sale in June 2015.
- The books which are no longer on the list will be either given to a charity organization or destroyed.

Note: when not recovering your books which are no longer in the program after the last sale, you agree to donate them and therefore not receive any money for them.

CAUTION: Only applications accompanied by the "BAL CODE" entered on the deposit slip will be processed. Without this code, it's impossible for us to find your books. Thank you for your understanding.

➤ **What happens if a book is no longer on the list?**

That depends. If the book is no longer on the curriculum, we don't take it.

If the book does not appear on the list, it could reappear on future lists...but this is unlikely. In any case, we still only take books which are included on the school list for the following year.

If there is a new edition and the teachers won't accept the old edition, we put these books to one side so you can take them back.

➤ **But if I'm keeping them for a younger brother or sister?**

Yes, of course, this is a possibility. But we should warn you that, after about 4 years, you risk being left with books which you cannot sell. (This is particularly the case in the last few years because the programmes are often changed.)

➤ **If I need a book after the last Book Sale in September?**

In that case, contact the person responsible for your language section. (The list will be on the Apeee website.) He or she will help you with your search.

➤ **Can I sell my calculator?**

The secondary students, from this year, have very expensive calculators. If they wish, they can come to our Book Sales to sell their calculators, when they have finished their studies in Brussels 2.

We will reserve a stand for them to do this. But these sales will be their own responsibility and will not form part of the Book Sales. The students will sell the calculators themselves to other students without passing through us

In no case can the Book Sales committee be held responsible for the sale of calculators.

➤ **I am a teacher.**

Teachers are welcome. Please let us know which books and which editions you will use during the year, what you accept or not.

Thanks too for helping us to correct mistakes, wrong editions or incorrect ISBN numbers, also for removing out-of-date editions from lists where they still appear.

Please tell your students about the Book Sales.

If the times of the Book Sales don't suit you, someone from our team can open the store cupboard at another time.

Please also check with our committee if the textbook which you want your students to get is not on sale on our stands, before placing an order for a load of new books.

You can contact us by e-mail. (See the addresses at the end of this message.)

➤ **How can I help?**

You are always welcome! We need help to sell the books but also to carry them from the store cupboards to the stands, arrange them, sort them, check them, to help students and parents find the right books... The atmosphere is friendly and it is generally an enjoyable thing to do. You can also help to publicise the Book Sales by talking about the event to people you meet.

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➤ **To finish...**

We are just the middle-men; we are not responsible for changes in curriculum or books. We do our best to help you and we thank you for your understanding.

➤ **Who to contact?**

Members of the committee are:

Treasurer: Giovanni Gerardi

livres.books.APEEE.BXL2@gmail.com

Secretary: Françoise Brefort

fransounette@skynet.be

Administration: Anja Galle

secretariat.apee@woluweparents.org

Note:

The committee has no profit and members only act as volunteers and receive no wages.

The committee of the book sale is not responsible for books damaged, lost or stolen.

The lists of people in charge of the different sections are published on the Apee website.