



**Rucstall Primary School**  
Holbein Close  
Black Dam  
Basingstoke  
RG21 3EX

**T** 01256 466524 / 475108

**E** [adminoffice@rucstall.hants.sch.uk](mailto:adminoffice@rucstall.hants.sch.uk)

**W** [www.rucstall.hants.sch.uk](http://www.rucstall.hants.sch.uk)

Wednesday 11<sup>th</sup> February 2026

Dear Parents and Carers,

We are writing to inform you of an update to our policy regarding lost or damaged Phonics reading books.

High-quality reading resources are essential to the effective teaching of phonics and to supporting children's early reading development. Our RWI Phonics books are used daily across the school and are carefully matched to each child's current reading stage. In order to ensure that all pupils continue to have access to a full and well-maintained set of reading books, we need to be able to replace any books that are lost or returned in an unusable condition.

From this half term, the charge for replacing lost or damaged phonics books will increase to £6.50 to reflect the rising cost of purchasing new books. If a phonics book is lost or damaged, the cost of replacing that book will be charged on Parentmail. This change in the cost will take affect after half term.

We kindly ask that all Phonics books are looked after carefully at home. This includes keeping them in book bags when not in use and away from food, water, pets, and younger siblings where possible.

We appreciate your support in helping us maintain our reading resources so that we can continue to provide the best possible Phonics provision for all children. If you have any questions or concerns about this change, please do not hesitate to contact the school.

Thank you for your understanding and continued support.

Kind regards,

Miss Kay

Phonics Leader



