

Dear Parents / Guardians,

I would like to extend a warm welcome to you and your child to The Chalfonts Community College. Educating your children is a privilege. We take this responsibility very seriously and so we will provide your child with numerous opportunities to grow as learners and individuals to achieve academic success and happiness.

In the build up to the **Secondary Induction Day on Tuesday 2nd July** your child will have the opportunity to meet Miss Keitch, the Leader for Year 7, members of the senior leadership team and current Year 7 students. Furthermore, parents are invited to come along with their children to the college to meet the staff from 6pm - 8pm on Tuesday 2nd July for an Induction Evening.

This Welcome Pack contains two main items:

The **Welcome Booklet** (which you keep) features information about a range of items including: the timings of the school day, curriculum, clubs and activities, uniform, information about online systems like 'Cashless Catering' and 'ParentPay' as well as useful contacts and dates for your diary.

The **Important documents pack** (which you need to return) contains all the forms that need to be signed and returned by **Friday 28th June 2019**. Ideally we would like you to complete all the necessary forms online at <https://www.chalfonts.org/yr7entry> These include:

- Registration Form
- Medical Form
- Attendance Letter
- Privacy Notice & Data protection
- College Fund Scheme - to help raise much needed funds
- Application form for Free School Meals from September 2019
- Home/School Agreement

In addition, I would like to direct you to our website: www.chalfonts.org to allow you to access detailed information and online forms for items including Music Tuition as well as our fantastic Summer Sports Camp that your son/daughter may wish to participate in this August. Please note that lockers are given on a first come first served basis so please visit www.ilsschools.co.uk to secure a locker for your child.

We are looking forward to getting to know you and your child much better over the coming months and please make a note that your child's first day of term will be Tuesday 3rd September 2019. Finally, if you have any queries, please do not hesitate to contact me.

Yours faithfully,



Mr. Imran Vahora
Assistant Principal, Head of KS3
Tel No: 01753 882032
Email: imranvahora@chalfonts.org





YEAR 7 TRANSITION INFORMATION WELCOME PACK 2019-20



CONTENTS

Welcome from the Principal	2
Welcome from the Leader of Year 7	3
Key Transition Dates & Term Dates	4
Induction Day and Induction Evening	5
Y7 Induction Day Timetable	6
The School Day	6
The Curriculum	7
-Modern Foreign Languages	7
-Mandarin	7
-Music Tuition	7
Curriculum Snapshot	8
Homework	9
Clubs and Activities	9
Dining Facilities	10
-Break & Lunch Times	10
-Cashless Catering	10
-ParentPay	10
School Uniform and PE Kit	11
Other Equipment	12
School Transport	12
GDPR	12
Sports Camp	13
Team Building Trip	13
Useful Contacts	14

WELCOME FROM THE PRINCIPAL

On behalf of the staff, students and Governors, I would like to take this opportunity to welcome you to The Chalfonts Community College. The Chalfonts is an extremely popular school with a very successful track record. This is a happy school; with a great atmosphere, enthusiastic and focused students, who are supported by a team of highly qualified, committed and skilled staff.

We are a dynamic and forward thinking school, whose sole focus is the success of each of our students. My aim is for you to become a fully independent, articulate learner that through the most appropriate curriculum pathway will be fully prepared for university and the world of employment. Be prepared to work hard through learning experiences that will be engaging and enjoyable.

As well as academic success we are also proud of our wide range of extra-curricular clubs and activities that we offer to students. Our Performing Arts productions are renowned for their outstanding quality and our sports teams compete at local, regional and national level. There are also a wide range of trips and visits that will enable you to gain skills and experiences beyond the classroom that will further enrich your learning.

Whilst our approach to teaching is innovative, it is underpinned by an insistence on the traditional values that ensure we have outstanding professional conduct. This includes manners, courtesy towards others, self-respect, discipline and wearing the uniform with pride. As a school we have agreed on the values that we believe are important to our community and work hard daily to live by these values ensuring we are a safe, caring and progressive. I firmly believe that communication is essential in everyone's learning journey and we always will work with parents to ensure that we know our strengths and what to improve.

Our aim is to provide all of our students with an outstanding education and I am extremely proud of what our students achieve. It is a real pleasure to lead and work in a school that is friendly and truly aspirational. I look forward to meeting you shortly.

Mr. Russell Denial
Principal

WELCOME FROM THE LEADER FOR YEAR 7

It gives me great pleasure to welcome you to The Chalfonts Community College. As the Leader of Year 7, I wish to congratulate you on choosing to share your educational journey with us over the next five to seven years.

Starting a new school can be worrying, so we are putting together an exciting and supportive programme in place just for you. At The Chalfonts, all students will experience an environment in which they not only achieve academic success, but also find encouragement to develop moral values, community responsibility, student leadership and enhanced personal and social skills.

Tuesday 2nd July is an important day when you will visit the school for your induction where you will meet your tutor and your tutor group. You will have the opportunity to try some lessons, make new friends and be introduced to secondary school life. Your tutor is an important person at secondary school as they are your day to day contact. Your tutor will help you with daily questions and worries you may have. Your tutor will check that you come to school with the correct uniform and full learning kit. It is your responsibility to ensure that you are: equipped, smartly and correctly dressed and that you are a good citizen as part of your tutor group and Year 7 as a year group. If you have any issues throughout the day, please use your tutor as your first port of call.

Electronic systems are widely used at The Chalfonts to enable the smooth running of day to day tasks. Attendance is essential to academic success and it will be monitored daily through an electronic registration system that automatically sends a text to your parents if you are absent. You will be provided with an electronic user name and password for checking your homework.

Personally, I am so pleased to be able to lead you through the transition from primary to secondary school, which is such an important time in your life. In joining The Chalfonts Community College, you can feel confident that you are joining a community whereby you will have many different opportunities both inside and outside of the classroom. Please look around the school website and learn more about being in Year 7 and our school community.

My experienced team of tutors and I will be with you every step of the way ensuring you reach your full potential and experience a happy and stimulating time throughout your first year of secondary education. May I take this opportunity to welcome you in becoming a valued student of our school and part of the Year 7 community.

We are looking forward to meeting you soon. If you have any concerns in the meantime, please do not hesitate to contact me.

Miss Rachel Keitch
Leader for Year 7

T: 01753 881606
E: rachelkeitch@chalfonts.org

KEY TRANSITION DATES

Friday 28th June	Deadline for completing documents online and returning signed copies
Tuesday 2nd July	Transition/Induction Day 8:45am – 2:35pm
Tuesday 2nd July	Transition Evening 6pm – 8pm
Tues 27th – Fri 30th August	New Intake Summer Sports Camp at The Chalfonts
Tuesday 3rd September	First Day of Term for Year 7
Thursday 19th September	Year 7 Parents Welcome Evening 6pm-8pm
Tues 1st – Wed 2nd October	Team Building Trip

TERM DATES 2019 - 2020*

A complete snapshot of term dates can be found on the Bucks County Council website:
<https://www.buckscc.gov.uk/media/4511043/2019-to-2020-buckinghamshire-term-dates.pdf>

* Before booking family holidays – it is essential you check all term dates with the school as they can be subject to change.

YEAR 6 INDUCTION 2019

INDUCTION DAY – TUESDAY 2nd JULY 2019

On Tuesday 2nd July you are invited to The Chalfonts for the day. This is called an Induction day and **you will need to wear your current school uniform** and bring a pen and pencil only.

You should arrive at the school by 8:45am and congregate on the tennis courts, where you will be greeted by the Year 7 Team and Curriculum Leaders.

During the day you will meet members of the Senior Leadership Team, your Year Leader and Form Tutor. You will experience some of the lessons you will be studying in September and do some team building activities.

You will also get to know the layout of the school and have a chance to sample some of our wonderful food in Café 2000. Please bring £2.50 with you on the day. Alternatively you may bring a packed lunch with you. Please also bring a bottle of water with you. Menu information is available on the school website: www.chalfonts.org/catering

The induction day ends at 2:35pm and all students need to be collected from the school at this time.

INDUCTION EVENING – TUESDAY 2nd JULY 2019

On Tuesday 2nd July you and your parents are invited to the school for an induction evening. The evening will begin with a talk by the Principal and Year Leader for Year 7. This will be followed by a short presentation from the current Head Boy and Head Girl.

Parents will also have the opportunity to meet your tutor and members of the senior leadership team who will answer any questions that you may have and there will be an opportunity to buy your uniform and learning equipment from the school Shop.

The evening will begin at 6:00pm and will finish at 8:00pm

YEAR 7 INDUCTION DAY TIMETABLE

This is the structure of the Induction day to give you an idea of what you will be doing. Please note that the start and finish times will be different when you start in September.

8.45 - 9:00am	Students arrive and are assembled on the Tennis court by tutor group
9:00am	Students are escorted to the hall by their tutor and Curriculum Leaders
9:10am	Introduction from Principal and Leader of Year 7
9.20am	Tutors and Curriculum Leaders take tutor groups to tutor rooms
9:30am	Tutor Time with tutor and Curriculum Leaders: Induction programme and timetables handed out
9.55am	Curriculum Leaders take their groups to their first lesson
10:00am	Lesson 1.
10.45am	Break time - Students to use the Y7 quad.
11:05am	Lesson 2.
11:50am	Lesson 3.
12:30pm	Lunch Time - 7g in Café 2000 and 7k in Chalfonts Café
1:10pm	Lesson 4.
1:55pm	Tutor Time - Time for a debrief and reflection.
2.20pm	Assemble in the Main hall
2:35pm	Students are dismissed to buses and parents

THE ACTUAL SCHOOL DAY 2019 - 2020

From September, you will have 5 x one-hour lessons each day. Tutor time will be in the morning at 8:45am and you will have a 25 minute break at 11:10am and then a 30 minute lunch starting at 1:35pm. School finishes at 3:05pm.

Each week you will also have an assembly as a Year group with your Year Leader in the Hall. You are expected to move from lesson to lesson and you will need to learn to be organised and punctual. Staff and older students are always at hand and happy to help you if you get lost.

THE CURRICULUM

Our KS3 curriculum is designed to meet the needs of all students to help you with your future. Alongside lessons in English, Maths and Science, all students have lessons in: Art, Food Technology, Design Technology, Computing, Drama, Geography, History, Religious Education, PE and Modern Foreign Languages.

To find out more about the individual subjects you will be studying please go to www.chalfonts.org/curriculum.

MODERN FOREIGN LANGUAGES

All children at the beginning of Year 7 are placed in to a language group. The majority of students study French. We also offer two classes of Spanish (60 spaces) and one or two classes of German (30-60 spaces). Priority is given to students who have studied a particular language at Junior School.

If there is a particular reason why your child should study a certain language, please contact us in writing, marked for the attention of Mrs Sinclair (josinclair@chalfonts.org) by Friday 14th June 2019.

MANDARIN

We are also working in conjunction with 'The Confucius Institute', teaching Mandarin. These lessons are in addition to the main curriculum and take place during lunch time or after school. If you have an interest in your child participating in this programme please contact the Subject Leader for Languages, Tristan Quéré for more information tristanquere@chalfonts.org

MUSIC TUITION

Our instrumental tuition includes the following: - piano, saxophone, drums, bass guitar, electric guitar, acoustic/classical guitar, ukulele and singing all provided by a variety of expert private instrumental teachers. In most cases, you will need to have your own instrument which you must bring into school for lessons, with the exception of drum kit and piano.

Our team of tutors organise their timetables for lessons themselves. To find out more about the type of lessons that are available and to sign up please go to www.chalfonts.org and follow the links via extra-curricular to music where you will find information on all our peripatetic staff, their contact details and their fees. Please also use our on-line booking form to place your request for lessons, which is on the same page.

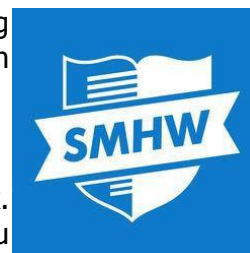
For further questions about music and music tuition, please contact the Leader for Music, Mr Munster at danielmunster@chalfonts.org

CURRICULUM SNAPSHOT FOR SEPTEMBER

SUBJECT	WHAT WILL I LEARN THIS TERM	PLANNED TESTS	PLACES TO VISIT & HOW TO GET BETTER AT THIS SUBJECT
Maths	Arithmetic & BIDMAS. Rounding & Estimating. Factors, Multiples, HCF & LCM. Types of number; 2D/3D Shapes; Nets & 3D shapes; Area, Volume	Baseline tests (Sept) & Test (end of Oct)	https://vle.mathswatch.co.uk/vle/ MathsWatch login & password will be issued at the end of September
English	Students will read the novel The Lion, the Witch & The Wardrobe.	Baseline writing test	Read widely - here's a reading list for you: schoolreadinglist.co.uk
Science	Students will learn about: Fire safety, Graph skills, Gravity, Forces, Particle theory and separating mixtures	Baseline (sept) then end of term test in December	The Science Museum in London Read The Bang! (Free online magazine) http://www.bangscience.org/
Geography	Europe and OS Map skills	End of term	National Geographic Magazine for Kids www.3dgeography.co.uk ; http://www.ngkids.co.uk/
History	What is History? Britain before 1066 & Britain from 1066-Middle ages. What was the impact of the Battle of Hastings on the people of England?	Baseline (sept) then End of unit test on BoH: interpretations	Reading or watching Horrible Histories (Netflix) can help with these topics. Visit The British Museum
Languages	French: Introductions & greetings; school items; numbers & colours; dates/days/months Spanish: as for French German: as for French	Weekly Vocabulary tests listening, speaking, reading and writing	Mandarin on Thursday L/T. Join the French Film Club; Visit the French Institute in South Kensington; Use www.memrise.com/ or The Language Gym ; Download App 'duolingo'
Technology	RM: make 2 x plastic products: Wind Twist, Elephant Coat hook & Trinket box. Food: A range of dishes; safety in the kitchen Textiles: Make a felt emoticon keyring	Students are Assessed on their practical work	50% - RM (Resistant Materials) 25% - Food Tech 25% - Textiles www.technologystudent.com
Drama	Developing drama skills: reading (aloud); learning scripts; pretending to be someone else and Pantomime	Ongoing - Throughout the term	Visit the Theatre - watch plays & pantomimes. Learn key words. Audition for school productions or why not join the Drama Club
PE	Students will follow two sports/activities each half term: football, netball, rugby, orienteering & fitness, tennis, hockey, basketball, badminton, gymnastics, handball or swimming.	Assessed on two of their chosen sports at the end term	Join a lunchtime or after school club represent the school or just come along for fun & meet new people
ICT & Computing	Computer basics, shortcuts, directories, using a browser, saving images. Hardware & Software	End of term	https://scratch.mit.edu/ ; https://www.codeclub.org.uk/
Music	Developing an understanding of unison and harmony by singing. Gain an understanding of pitch and rhythm notation. Develop keyboard skills. Play the Ukulele, perform 'jingle bells' on various instruments	Unison Singing, Harmony Singing, Keyboard/Reading notation, Ukulele	Listen to different types of music on YouTube. Attend concerts if you can and join choir on Tuesday lunchtimes
RE	Introduction to 'Deeper Thought'	Oct H/T and at the End of Term	Belief and Beyond Belief exhibition at the South Bank Centre. Read articles from 'The Day' online
Art	Drawing. Formal elements of Art and Natural forms Task 1: Drawing an animal that has your personality	Ongoing with an end of unit test	The Tate Modern, National Portrait Gallery and V&A Museum (all in London). Join the Art club
Tutor time	GCHQ Puzzles, Word of the Week; Inter-form competitions, Reading a book of their choice; Focus will be on Uniform, Attendance & Punctuality	Read, Read, Read! Join your local library; visit museums; watch Newsround; Read The Day Online http://theday.co.uk/ Read or Subscribe to AQUILA magazine: https://www.aquila.co.uk/	

HOMEWORK

We believe that homework is an effective way to help extend your learning and improve your ability to work independently. We also find it is an excellent way to involve your parents in your learning.



Homework is set by teachers using an App called **Show My Homework**. On your first day in September you will be given login details so that you can access Show My Homework.

Parents will also be given login details allowing them to see and monitor the homework that you are being set. You can find out more here: <https://chalfonts.showmyhomework.co.uk/>

CLUBS AND ACTIVITIES

In addition to lessons you will have the opportunity to take part in a wide range of clubs and teams. We urge all students to make the most out of the opportunities available during their time at the School and consequently derive the greatest possible benefit from being here. It will be expected that all students in Year 7 attend at least two lunch clubs per week and one extra-curricular club after school.



Lunch Clubs include: cricket, computing, singing, netball, badminton, swimming, rounders, boccia, film clubs, craft club, musical theatre, band practice, the bubble and homework club well as Christian Union to name but a few.

After School Clubs include: Athletics, Cricket, Drama, Cheerleading, Rounders, Softball, Tennis, Football, dodgeball, Weight training, Dance and our school production to enrich your child's education.

DINING FACILITIES

BREAK TIME AND LUNCH TIME

Year 7 students have a quad (playground) allocated just for them. While they are allowed and encouraged to mix with students in Years 8 – 13, it is important for them to have their own space.

At break and lunch time food is available from our two cafeterias: **Café 2000** and **The Chalfont's Café**. Both cafeterias offer a selection of snacks and drinks.

At lunch time Café 2000 offers hot meals with vegetarian options. The Chalfonts Café continues to offer sandwiches, wraps and jacket potatoes. In addition to this there is also a hatch at the back of the café where students can purchase food and drinks.

To see example menus and nutrition information please go to www.chalfonts.org/catering.

CASHLESS CATERING

Our Cashless Catering system allows students to pay for their school meals using their fingerprint. Registration for the cashless catering will take place on your first day of school in September.

There are two ways for money to be added to the system:

- 1. ParentPay**, a secure, online account - this is the preferred method of payment for Cashless Catering accounts, trips and other one-off school related events. During August, we will issue you with a unique username and password and instructions on how to activate your child's online account. **Please ensure that money has been uploaded onto your child's ParentPay account before the first day of school in September.**
- 2. At a local PayPoint store** – the store will scan the barcode issued to you and the payment will be credited to your child's account.

Cash and cheques are **not** accepted on the premises. A **daily spend limit** is automatically set to £8.00 a day for all students. This can be amended by sending an email to the School.

For more information about how the system works please go to www.chalfonts.org/catering.

*Students who are eligible for Free School Meals will automatically have £2.20 uploaded to their Cashless Catering account for lunch and an additional £1.10 for breakfast which will be accessible for that day only. Any money not spent from the Free School Meal allowance will be taken off the account at the end of the day.

SCHOOL UNIFORM

Uniform can be purchased during Induction Day from 7.30am-9.30am and 3.00pm-8pm. To purchase uniform in advance go to www.chalfonts.org/uniform and use the links to the 'online' school shop and our approved external supplier. Uniform purchased in advance can be picked up on Induction day.

- * School Blazer (supplier - School Days Direct)
Blue jumper (optional from the School Shop)
- * Clip on School tie (School Shop)
- * Shirt (plain white with collar, not a polo-shirt)
- B/G Black trousers - black tailored (not skinny, slim, Jeans or Chino styled trousers)
- G Tartan Kilt (kilt supplier - School Days Direct)
- B/G Socks – black, white or grey
- G Tights - black (must be plain)
- B/G School Shoes – plain black, leather with a heel (trainers, plimsolls, canvas shoes, boots and any branded footwear, e.g. Converse are not acceptable, even if they are leather).



MAKE UP AND JEWELLERY POLICY

Make-up is not permitted; natural nails only; hair should be of a single, natural colour with no extreme hairstyles; no jewellery or facial piercings are permitted except for one pair of stud earrings.

PE KIT

BOYS	GIRLS
Chalfonts Polo Shirt (navy/white)	Chalfonts Polo Shirt (navy/white)
Chalfonts PE Sweatshirt (navy blue)	Chalfonts PE Sweatshirt (navy blue)
Chalfonts Rugby top (navy and white reversible)	-
Chalfonts Shorts (navy with Chalfonts logo)	Chalfonts Skorts (navy with Chalfonts logo)
Chalfonts Joggers (navy)	Chalfonts Joggers (navy) or Chalfonts leggings
Hockey/Football Socks (long navy)	Hockey/Football Socks (long navy)
Gum shields for rugby and hockey	Gum shields for rugby and hockey
Ankle Socks (white)	Ankle Socks (white)
Training shoes (white soles)	Training shoes (white soles)
Hockey/football boots and shin pads	Hockey/football boots and shin pads
PE Bag	PE Bag

Please make sure that every piece of clothing is clearly marked with your name (including your shoes and training shoes) - <https://www.wovenlabelsuk.com/school-labels/wl-js.html> provide affordable 'just-stick' clothing labels that stick to clothes/hats/bags/shoes!

OTHER EQUIPMENT

In addition to uniform, this year we are supplying essential equipment to aid learning at a very special price of £25.00 and includes a 4GB USB Twister Drive Memory Stick.

It comprises:

- Plastic folder with clip fastener
- 2 pencils
- sharpener
- pair of compasses
- small Pritt stick
- scientific calculator - suitable up to A level
- eraser
- 2 biros
- 30cm ruler
- protractor
- 12 colouring pencils
- Thesaurus & English Dictionary
- 4gb memory stick
- 1 roll sticky-backed plastic
- 4 highlighters (including green)
- green biro

This equipment pack can be purchased from the school shop at the Induction Evening in July.

SCHOOL TRANSPORT

If you live in the school catchment area and live three miles or more from the school, the Local Authority will have written to you by the end of April to explain if you have to pay and how much.

If you live outside the school's catchment area, your offer of a place is conditional upon your parents accepting full responsibility for all travel arrangements and costs.

All enquiries about transport should be directed to Buckinghamshire County Council:

Tel: 01296 387439 or Email: admissions@buckscc.gov.uk for more information please go to: <http://www.buckscc.gov.uk/services/education/school-transport/>

If you do use school transport we have high expectations of your behaviour whilst travelling to and from the school. Poor behaviour will result in you being banned from using the coaches for a period of time or even permanently. To view our behaviour policy on the school buses please go to <http://www.chalfonts.org/bustravel>

GENERAL DATA PROTECTION REGULATIONS (GDPR)

You may be aware that current data protection regulations are changed on 25th May 2018. The GDPR is a piece of EU-wide legislation which determines how peoples personal data is processed and kept safe and the legal rights individuals have in relation to their own data. The GDPR is similar to the Data Protection Act 1998 which schools already comply with but strengthens many of its principles. More information can be found at:

<https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/>

SPORTS CAMP 27th – 30th AUGUST 2019

The Chalfonts Community College PE department is running a Summer Sports Camp in the last week of the Summer Holidays, from Tuesday 27th August - Friday 30th August 2019.

The camp is for the new Year 7 intake in September 2019 and we will be offering the Sports Camp to Year 5 students as we want to give them a taste of the Sporting Activities that we offer at the school. Activities on offer include netball, football, rounders, obstacle courses, cricket, badminton, athletics, hockey, softball, orienteering + many more!

You don't need to be amazing at sport, just ready to make some new friends before term begins!

For detailed information and to sign up please go to www.chalfonts.org/sportscamp. The cost will be only £30 per day or £120 for the week. However, daily walk-ons are welcome and charged £35 per day.

Drop off is at 9am and pick-up is at 3pm. For an early drop off it is an additional £5 per day.

We will also run a tuck shop for extra snacks and drink purchases each day.

TEAM BUILDING TRIP 1st & 2nd OCTOBER 2019

I am delighted to announce that we will be taking all Year 7 students to **Hillingdon Outdoor Activity Centre** to spend a day with their tutor groups on Tuesday 1st October and Wednesday 2nd October.

With a big emphasis on teamwork and interform competitions that will start in September, this is a great opportunity for tutees to get to know one another. We will require a voluntary **contribution of £30 per student** to cover the cost of transport, the events & insurance. A letter will be sent out with details on how to pay via your ParentPay account.

USEFUL CONTACTS

GENERAL ENQUIRIES

The Chalfonts Community School
Narcot Lane, Chalfonts St. Peter, SL9 8TP
T: 01753 882032
E: info@chalfonts.org
W: www.chalfonts.org

LEADER FOR YEAR 7

Miss Rachel Keitch
T: 01753 881606
E: rachelkeitch@chalfonts.org

TRANSITION ADMINISTRATOR

Mrs Jo Sinclair
E: josinclair@chalfonts.org
T: 01753 881763

SENCO & LEARNING SUPPORT

Mrs R Gregg
T: 01753 882032
E: rachelgregg@chalfonts.org

MUSIC TUITION

Mr D Munster
E: danielmunster@chalfonts.org

MEDICAL ENQUIRIES/CARE

T: 01753 882032
E: sherrylscott@chalfonts.org

SCHOOL TRANSPORT TEAM

T: 01296 387439
Mon – Fri: 8am – 5pm W:
<http://www.buckscc.gov.uk/services/education/school-transport/>

CASHLESS CATERING / PARENTPAY

T: 01753 882032
E: rachelmackeith@chalfonts.org

UNIFORM

Mrs Carole Fadipe
E: carolefadipe@chalfonts.org
W: <https://www.chalfonts.org/uniform>

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@CCChalfonts
@CCC6thform