

# St Egbert's school

## Memo

**To:** ICT Department  
**From:** Headteacher  
**CC:**  
**Date:**  
**Re:** Letter from Phoenix Centre (see below)

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Please investigate the viability of this venture and report back. The greenhouse we used for this project is still available but it is no longer possible to allow pupils within the school grounds out of school hours. Could we build a simple control system to run the greenhouse automatically?

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Dear Headteacher,

As you may remember, in the past St Egbert's school and the Phoenix Centre have worked together to raise money to support the Centre's charitable work in the local area.

It is several years since we last worked together and in that time our chief fundraiser, Mr Whiteacre, has retired.

I was hoping that we might, once again, develop a project in which the pupils of St Egbert's could take part. I wondered whether it would be possible to restart the very successful 'Bedding plant' activity that the school used to run every spring.

I cannot supply much fine detail other than that the pupils raised seedlings of bedding plants in the school greenhouse and advertised them for sale to parents and friends and the local community. The Phoenix Centre then received the profits from the venture while the school sustained the costs of materials and seeds. I still have available a list of orders from the last time the project ran. If you agree to support the venture, I can supply this list, if it would help with planning.

Please let me know if there is anything more you need to know to enable you to decide whether you are able to support our Centre in this venture.

Thanking you for your time,

*JJ Brinsden*

JJ Brinsden

(Operations Director Phoenix Centre)