



MALLORY FOR SCHOOLS

A leading
UK exporter of
educational
supplies

Four Decades of Worldwide Experience



malloryforschools.com

Welcome...



Rachel Dickson
Director
(Schools Team)

... to Mallory for Schools, your one-stop shop for school resources!

This brochure serves to provide an overview of what we offer to schools in terms of product, services and expertise.

As many of you will know, Mallory started business exporting books, but along our journey we have picked up an ever-expanding skill set and are continuously offering additional services.

The moment we create a brochure, a customer inevitably suggests something new, and, all of a sudden, we have added another string to our bow! So please do not take this collection of services as exhaustive and if you have ideas of what we can add or where we can improve, please let us know.

Some of what we have created has stemmed from market research, such as our e-Textbook solution and our Brexit solution, but so much has been customer-led because we thrive on delivering a service that is useful, helpful and easy. If we can reduce the time you have to spend sourcing product and sorting out the hows and the whys of customs, then we are happy. Making your lives easier is core to our purpose.

Customer feedback is invaluable to us, we love working alongside customers to improve on current systems and come up with even more ideas on how to make school procurement easier for educators, so please do get in touch with us regarding feedback.

We've laid this brochure out with contents, a bit like a Mallory book. The facts and figures are correct at the time of writing, though things change as time goes by. I truly hope it is useful and we look forward to hearing from you.

Rachel

rachel@malloryint.co.uk

“ *I must confess that working with them [Mallory for Schools] has been one of the best decisions we made concerning ordering our books and supplies from abroad...*

Jacqueline Dioh Eko
Dewey International School of Applied Sciences, Douala, Cameroon

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ABOUT US

Mallory International's roots are in Africa, and we have retained customer accounts and local representatives on the continent for almost 40 years.

With a solid platform to build on, we developed business all over Europe and South East Asia, and we now operate globally.

Our global reach

Mallory for Schools HQ is based in Devon, UK. We have offices in both Ireland and The Czech Republic and bases in Spain, the US, New Zealand and Malaysia, as well as representation in over 25 countries on the African continent. We supply to almost 100 countries worldwide, and counting.

The map on the next page shows some examples of the scope of our work.

Our offices and our customer reach

Spain

We supply over 30 schools here, invoicing from within the EU. We have a local presence.

Ireland

MfS Office.

United Kingdom

Mallory's HQ in Devon.

Germany

We supplied a school here with the odds and ends their original supplier had failed to deliver.

Czech Republic

We supply numerous schools here. Our MIC office is based in Prague and we can invoice locally.

United States

A Mallory International office.

St Lucia

Supply of scientific equipment to the Ministry of Education.

Trinidad

Supply of educational materials to 477 primary schools throughout Trinidad for the revised primary school curriculum.

Colombia

We have four Spanish speakers in-house, which is invaluable when dealing with customs here.

Brazil

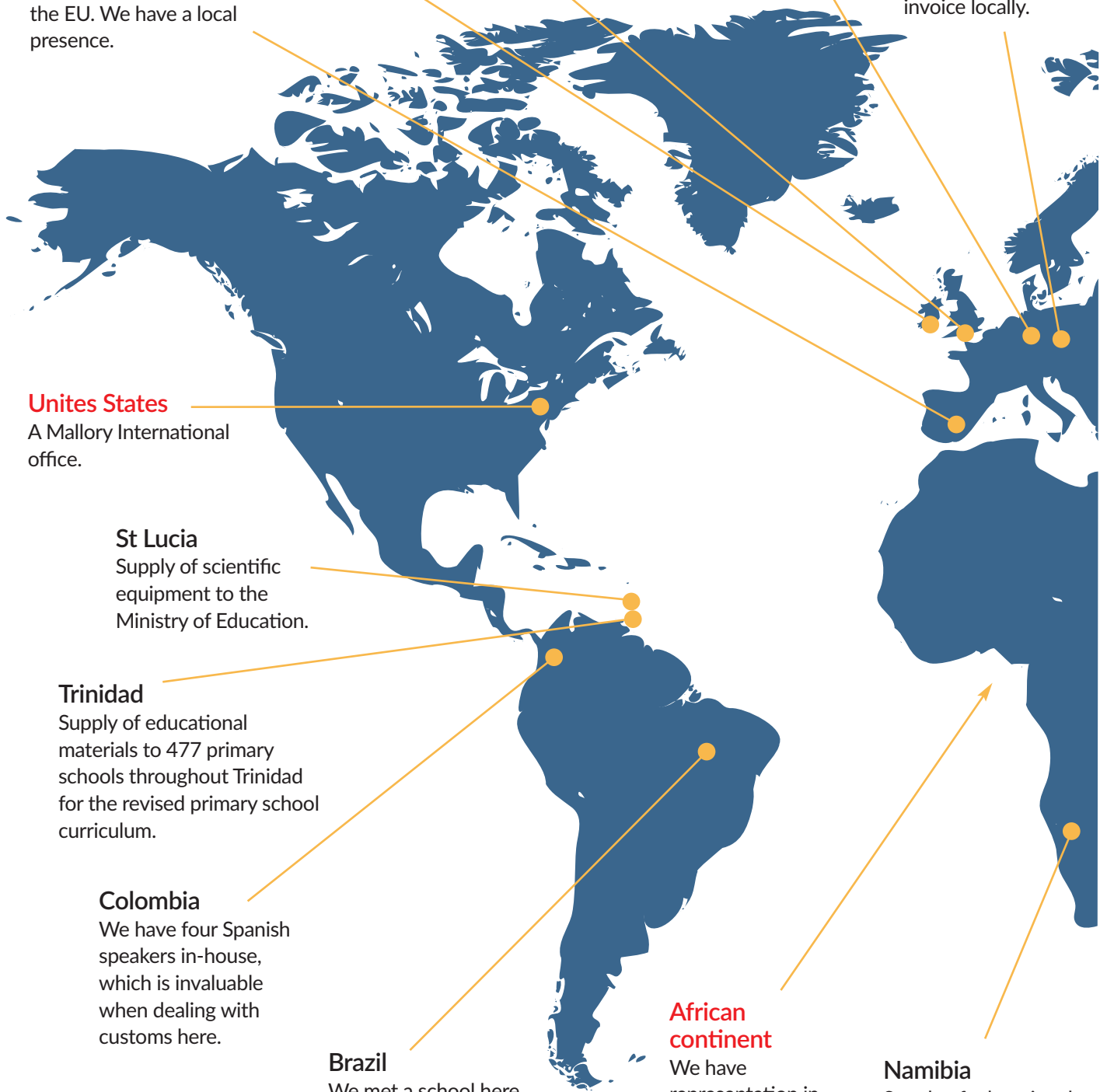
We met a school here at the annual CIE conference and we've been supplying their books ever since.

African continent

We have representation in over 25 countries on the African continent.

Namibia

Supply of educational resources for special needs students to 12 schools.



Malaysia

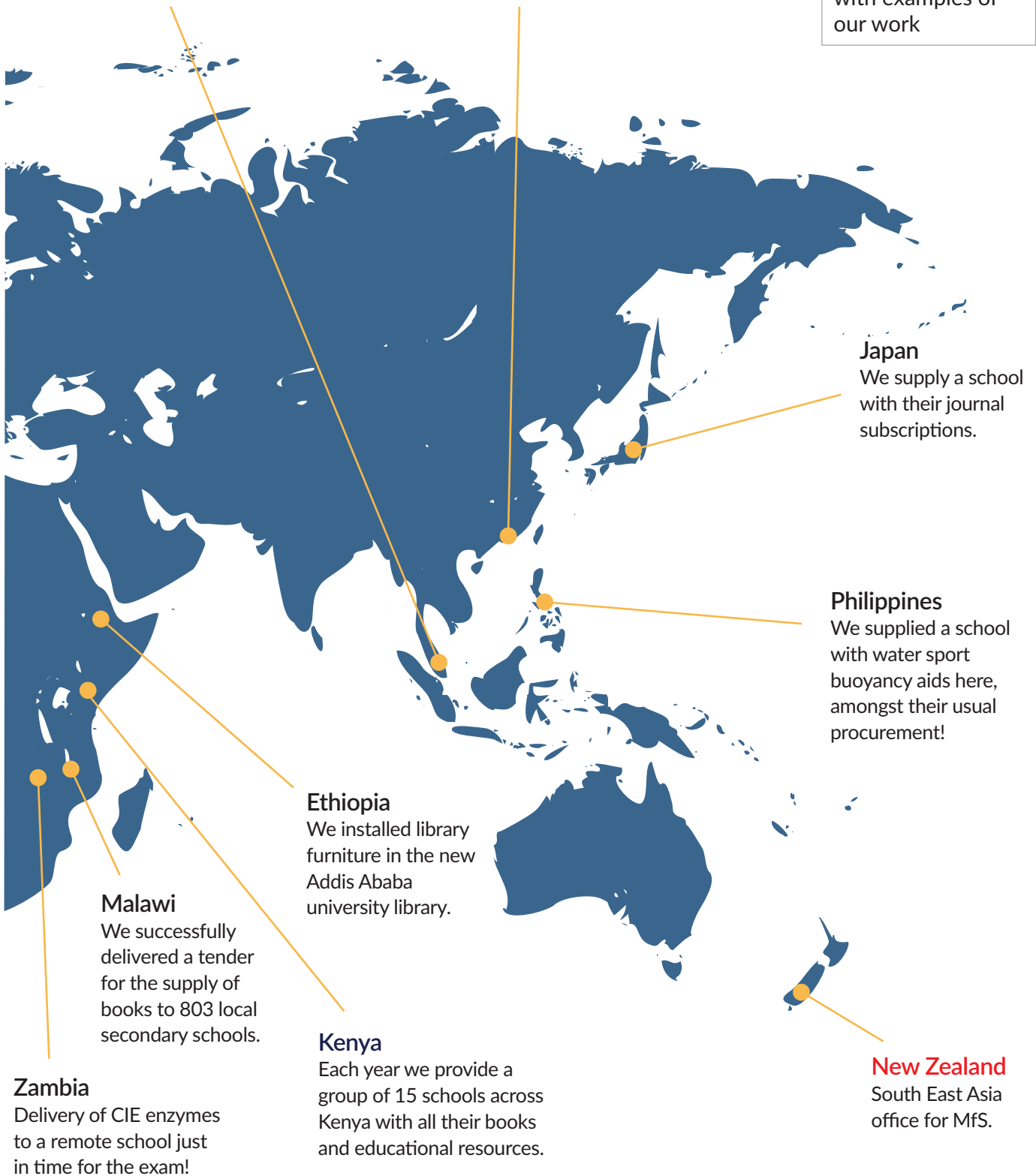
We supply various schools here and have a local presence.

Hong Kong

We regularly supply a group of five schools with their books.

Mallory offices by country

Selected countries with examples of our work



Japan

We supply a school with their journal subscriptions.

Philippines

We supplied a school with water sport buoyancy aids here, amongst their usual procurement!

Ethiopia

We installed library furniture in the new Addis Ababa university library.

Malawi

We successfully delivered a tender for the supply of books to 803 local secondary schools.

Kenya

Each year we provide a group of 15 schools across Kenya with all their books and educational resources.

New Zealand

South East Asia office for MfS.

Zambia

Delivery of CIE enzymes to a remote school just in time for the exam!

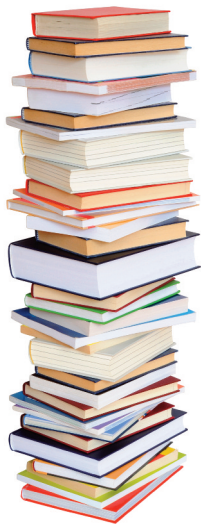
Our wide range of educational resources

Mallory for Schools is a one-stop shop, and though we focus on typically educational resources, we can supply a school with anything, as long as it is exportable and available. On these two pages, we expand on our biggest areas of sale.

UK books

Mallory for Schools works with all the main UK-based curriculum publishers: Cambridge University Press, CGP, Collins, Hodder, Oxford University Press and Pearson. We also work with a wide range of children's fiction publishers such as DK, HarperCollins, Penguin Random House, Scholastic, Usborne and Walker Books and. We are constantly adding smaller publishers to our portal and we are always happy to reach out to new ones on a school's behalf.

No matter which curriculum you follow, we will have books to suit your needs and our account managers are always on hand to advise on availability. We follow all the main curriculum changes carefully to make sure that schools are offered a wide range of resources to support the IB and CIE curriculum as well as the UK curriculum.



US curricula

We have close relationships with all the main textbooks publishers such as Cengage, Houghton Mifflin, McGraw-Hill, Pearson, Savvas (formerly Pearson K-12), and Scholastic as well as a wide range of publishers of fiction and supplementary texts to support the Common Core Standards.

Publishers around the globe

We have strong links with all the main French publishers as well as a wide variety of publishers across Europe and Asia. We can supply Marshall Cavendish based out of Singapore and have regular shipments in from India and our warehouse in the US.



Thank you so much for your help for the past few months. You have been fantastic, incredibly helpful and very efficient. Mallory as a company has been superb!!

Sandy Alexander
Laude Lady Elizabeth School, Alicante, Spain

UK resources

You can buy resources from all the main brands at Mallory: Consortium, Edu lab, Findel, Gresswell, Maude Sports, SciChem, Smart Kids, Specialist Crafts, Technology Supplies, Timstar and TTS.

Also we have over 200 trade accounts with all sorts of specialist suppliers. Our wide network of suppliers enables us to source and ensure a large selection of high-quality items at reasonable prices. We never ask suppliers for sole or exclusive agency for their products. We will sell you the products you want at the best prices we can give.



US resources

We have trade accounts with resource suppliers such as School Specialty and Lakeshore and offer a wide selection of teaching materials to schools following the US curriculum

Specialised Resources

We pride ourselves on being able to offer schools everything they need, and go the extra mile to source more difficult items. For example, we have a network of suppliers based out of Australia, due to customer demand. We are experienced in fulfilling complicated requests and account managers are always on hand to advise on product options available to schools to suit their needs and budget requirements.

Kitting out entire classrooms

We supply furniture and can work with you to design a classroom lab or library. We would work together with our most suitable supplier to make sure you receive both design and product expertise, alongside our customer service and customs experience.



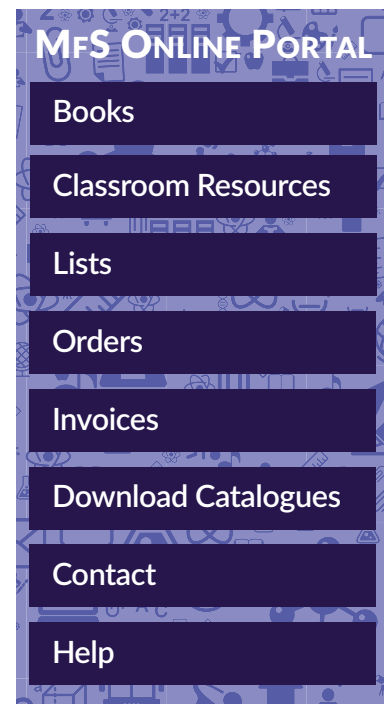
Our MfS Online Portal

All customers have access to the Mallory for Schools Online Portal – a fantastic select-and-order tool which streamlines the whole procurement process.

Our portal features books and resources from all the main publishers and suppliers:

- Over 167,000 educational books including the UK, CIE, IB and US curricula.
- Browsing by year group, Dewey, title, author, exam board, keyword and a whole lot more.
- Over 502,000 classroom resources from all the well-known brands so schools can browse products from Edulab, Findel, Gresswell, Smart Kids, Specialist Crafts, Technology Supplies and TTS all in one place and compare prices from suppliers to suit their budget.

For both teachers and administrators this is a great tool which simplifies the order process. Teachers can create flexible lists and send them to us for quotation or order; they can compare products and prices and add them to their lists at the click of a button.



Search books

Keywords / ISBN

Title

Author

All subjects

Key curricula

Age level

Exam board

Attribute

Date of publication

Binding

Dewey Group

Language

Key points

Administrators get full access to all teacher lists and complete control over the entire process; everything submitted is easily accessible through your login, at every stage. Teachers and administrators have easy access to the retail value of lists, making budgeting easy.

The tracking function also gives teachers and administrators up-to-date information on the progress of their order and allows them to track their shipment.

In summary, you can use the portal to:

- Browse books and products using a range of filter and search functions.
- Make lists to submit for quotation or order.
- Track teacher list-making, if you are an administrator.
- Track orders once placed, line-by-line, 24/7. Information given includes whether the item is in our warehouse, its invoice number if invoiced and its AWB/BOL number and ETA if despatched.
- Download invoices.

Browse classroom resources

Early Years ▾

Primary ▾

Secondary ▾

Interactive Classroom ▾

Furniture ▾

Office and Stationery ▾

New releases



Beautifully illustrated myths featuring brave, bold and empowering heroines.

Mallory book lists

Book prizes

Books for young explorers

National Poetry Day

Mental health

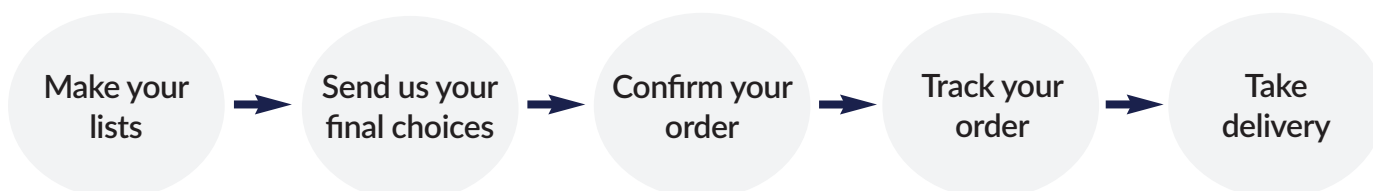
Books for young explorers

PYP programme

Books for teachers

All-time favourite authors

How the portal works ...



It's quick and easy! Visit portal.malloryint.co.uk/sbm to register – and start your list



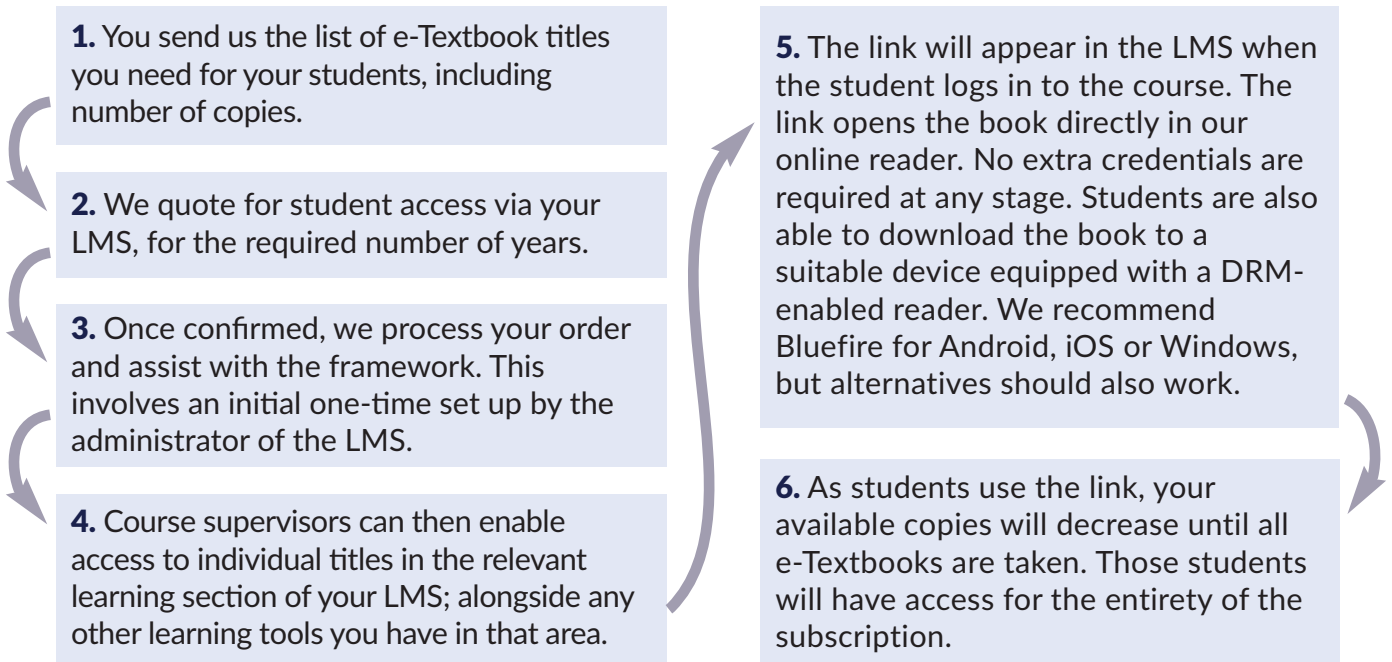
It's our first School year working with Mallory, and we could not be more pleased with the service. Extremely organised, super easy to communicate, and very professional. A five-star service.

Filipa Tavora
Operations Manager
Park International School, Czech Republic

Our e-Textbook solution for schools

Mallory for Schools has e-Textbooks from key publishers ready to integrate into your school's learning management system (LMS).

How it works



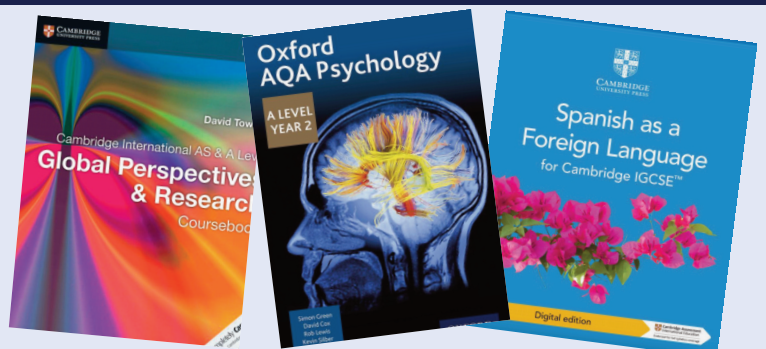
Which publishers?

We can offer you titles from these publishers and more. Titles are being added all the time.



Which curriculum?

Our e-Textbook library covers content for a variety of curricula including the popular Cambridge Assessment and IB.



Mallory Shop Online

Do you need your pupils to buy any of their supplies direct from a shop or supplier, rather than them being included in fees?

- Or do you manage this within school, having to charge pupils individually for extras they choose to buy?
- Have you ever wondered how to streamline parental access to those supplies?
- Or have you ever wanted to hold a virtual book fair for parents?

Look no further – welcome to Mallory Shop Online!

We can create a bespoke Mallory Shop that parents can easily access from the comfort of their own home, branded with your school logo. The shop most commonly sells uniform, textbooks, PE kits, summer holiday revision titles or hosts a virtual bookfair, but it could be anything!

We upload the list of items required to your bespoke shop and give parents instructions on how to login.

We would agree a timeframe in which the parents can access the site and make their purchases, usually a 2-3 week window, and we would agree a delivery date. Parents can view the items, pick and choose by adding to their basket, checkout online with credit card and get the items delivered for pick-up at your school.

We would send all the parents' orders at once, for the school to receive and distribute. There is no fee for the school to use the platform, and even better, we can work together on prices to allow for vouchers for your school to spend on books!

Queries? Please get in touch.



Our school has been serviced in a professional way. The customer-oriented approach helped not only the management but each teacher in their needs. Mallory seems to be part of our school.

Füzesy Tamás
CEO
EDU Solution Kft, Hungary

Library supply and book processing

Included in our value-added services is book processing. We can offer various strengthening methods, labels, barcodes and magnetic strips to match your library system, and can deliver the MARC records electronically.

Strengthening your books

Changing paperbacks to hardbacks

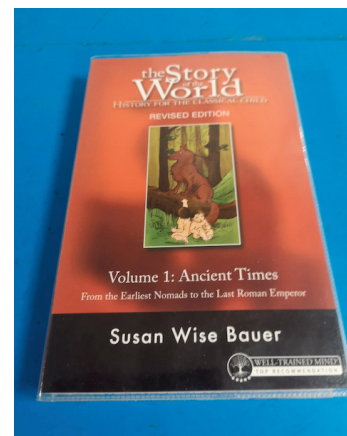
This is the most expensive but most robust method, used by only a few customers but known to last. This service turns paperbacks into hardbacks, for a much longer lasting book.

Self-adhesive book covers

This uses a high-quality, ridged, 320 micron PVC to cover paperbacks, protecting them, making them easy to clean and allowing them to last longer. It is a favourite amongst our customers who do choose to strengthen books.

Plastic removable jackets

These are the classic plastic jackets, that slip on and off. They can be reused. They do take longer to process as we need to order in the individual sizes, unlike the self-adhesive covers which can be cut to size. They are preferred by some customers, but if you need an urgent order best to choose the self-adhesive option!



Making your books library-ready

This is a chargeable and bespoke service. We are able to create labels and order in barcodes for your library books so they are self-ready on arrival into your library. We can also provide Marc records.

Library supply

We have experience in kitting out libraries with furniture and shelving and we have partnerships with library suppliers and do sell a lot of library equipment to schools, from security gates to bean bags. If you are setting up or remodelling your library, please get in touch!

Packing and our warehouses

Here at Mallory we take real pride in the way we pack. All our packing material is either reused from supplier packaging or biodegradable.

In terms of the way we pack, everything is checked – *we are not just forwarding parcels*. This means our customers rarely experience shortages or incorrect items, we deal with all of that directly with suppliers before your shipment leaves us.

In terms of the packing and processes we use to ensure the safe passage of goods, please see below:

- Boxes packed full, to avoid sagging.
- High quality Mallory boxes, double-walled.
- Specialised boxes for paint.

Our Mallory boxes are so strong, our customers are always reusing them internally around school after goods have been removed.

Packing by department / teacher / classroom

Let us know what you need us to pack by and how it needs to be labelled. We will input that information into our system, for failsafe packing. You can specify what you want to be packed separately at box level, i.e. each department should have its own box, and be labelled. You can also specify if within the larger order there are separate schools or campuses and you need us to split on a pallet level too.

A typical school would have separate pallets for Secondary, Primary and Nursery, and then separate boxes for Art, Physics, Geography etc. But if your school has a combination of other requirements, we just need to know at the point of order.

All our staff are fully trained to pack to a high standard. Being a reseller we know all too well what it is like to receive a delivery that is not packed well. We are committed to quality deliveries.



Our UK warehouse at Aylesbeare, Devon

The environment

We understand the necessity of reducing the effects of our activities upon the environment to ensure a sustainable present to achieve a perennial future.

To reach our environmental objectives, such as achieving a zero waste to landfill objective, we have put in place an Environmental Management System which ensures consistency in prioritising environmental commitments throughout the company.

Packaging

- Our staff are trained to pack orders in the most effective way: the minimum amount of material is used, while ensuring the goods are protected from damage.
- We use bio-degradable packaging for 100% of our orders. This includes:
 - Cardboard boxes: fully biodegradable.
 - Paper tape: fully recyclable / bio-degradable.
 - BIO clear stretch film: fully bio-degradable.
 - BIO void fill quilted film: fully bio-degradable.
 - BIO bubble wrap: fully bio-degradable.
 - BIO document wallets in three sizes: fully bio-degradable.
- All boxes and packing materials from publishers / suppliers are reused as a priority. If this is not possible, they are compressed in our baler and recycled.

Our freight forwarders / shippers

- We work with shippers and freight forwarders who can demonstrate they are environmentally conscious and are able to assist us with reducing our impact on the environment.
- All our courier shipments are shipped within a GoGreen Climate Neutral scheme.

THERE IS NO
planet
B

go
green



Customs and language expertise

At the beginning of 2020, as a response to Brexit, we successfully implemented a door-to-door service into Europe out of our Irish company, which goes some way to demonstrating the level of experience and trouble-shooting we have in-house.

We have been exporting and supporting the importation of educational goods for many years which has given us a wealth of knowledge in different systems, enabling us to navigate complex customs procedures and produce necessary documentation before any export.

On top of this, we have a flexible in-house system for producing paperwork, and can quite easily create different formats and include different information to create bespoke layouts depending on what is required.



Language skills

Do you want to talk, email and receive documentation in your own language? We have a multilingual staff and we can almost certainly help with that – just let us know. At HQ we have speakers of English, Spanish, French, German, Czech, Bulgarian, Marathi and Hindi. We also have the facility to produce documentation in these languages.

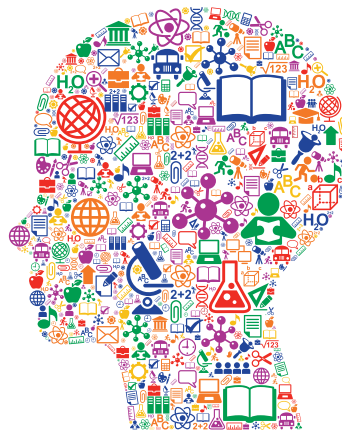


We have a long-standing relationship with Mallory; the team is very efficient, knowledgeable and friendly, the whole ordering and delivering processes are seamless. We thank you for your resolute support to us.

Kawthar Buwayhid
Operations Manager
International School of Zanzibar

**Organise, Consolidate,
Deliver. We make your job
easier**

Request a Proposal



**Mallory for Schools and Mallory International offer an
array of services and any number may be of interest to
your school.**

**Please contact us with any enquiry – we would be
pleased to help you.**

**You can email our Schools team at:
schools@malloryint.co.uk**

**And you can register with our portal at:
<https://portal.malloryint.co.uk/sbm/login>**

**Or call us on:
+44 (0) 1395 239199**

**FOUR DECADES OF
WORLDWIDE EXPERIENCE**

**www.malloryforschools.com
www.malloryint.net**

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**MALLORY
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