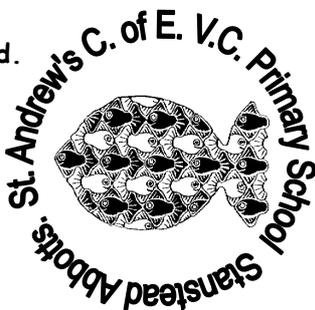


Headteacher: Mrs. Rosemary Woodall B.Ed.



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SCHOOL UNIFORM BY SCHOOL TRENDS

As you are aware, following the retirement of Anne Northcott (t/a Anne Stitches), we have made some changes to the supply of some of our school uniform, including sweatshirts and cardigans, and we are pleased to let you know that our online ordering system has now been set up with 'School Trends'.

School Trends aim for the highest standards in both quality and service and from past experience, we feel that they supply school clothing that represents excellent value for money. All garments are purpose made for the school-wear market to ensure they are hard wearing and durable. Orders are subject to a number of stringent checks and manufacturing and production are constantly audited to maintain and improve quality.

The '**Direct to Parents**' service provided by School Trends offers parents the opportunity to order and pay for a selection of our school uniform requirements.

How to Order

1. Follow the link on our school website www.standrews323.herts.sch.uk to School Trends or alternatively visit www.schooltrendsonline.com
2. Select 'Find My School' and enter our school postcode of SG12 8BZ if necessary.
3. Follow the order instructions for the nominated items available for St Andrew's C of E VC School.
(The items are shown without a logo, but will be embroidered prior to delivery, once payment is confirmed).
4. You can either pay online or if you prefer, you can order online and send a cheque to:-

School Trends Ltd,
10 Carley Drive
Westfield,
Sheffield S20 8NQ

If you have no access to the Internet

Alternatively, if you do not have access to the internet you can collect an order form from the School Office, which details the same items available online and order by post, paying by cheque.

Sizes

Full ordering information including sizes, delivery information and the returns procedure is also on our School Trends webpage. We are pleased to inform you that we now hold samples of the School Trends cardigans and sweatshirts, in both a combination of sizes and materials, in case parents would like to see them before ordering. Please call into the School Office to view them. Thank you.

Delivery Information

There are no minimum order quantities. Items can either be:

- paid for and delivered to your home address. Postage and package charges are £4.20 per order or free of charge for orders over £50.00. Delivery will take approximately 5 – 7 working days;

or

- paid for and delivered to the school address. There are no postage or packing charges. Packed per child, delivery will take approximately 7 – 10 working days.

(Please note: if you request a school delivery within the school holiday period, delivery of items will occur when the school reopens).

Plain Range Items

As you will see on our School Trends webpage, the company also offers parents the opportunity to purchase plain items. **Please be aware, many of these items ARE NOT part of our school uniform and are NOT relevant to our school.** They appear as part of the range offered by School Trends themselves. If you are unsure of the uniform your child requires, please see the 'School Uniform Policy' either in our school prospectus, on our school website or on the School Trends webpage.

The current situation has not changed and parents are very welcome to purchase school trousers and school skirts from any retail outlet. White polo shirts and red checked dresses can either be purchased from any retail outlet and worn without the school logo, or purchased from School Trends with a school logo, depending on parental choice.

All Other Uniform Items

Currently, whilst stocks last, other items of uniform are still available via the School Office, by completing the 'In House Uniform Order' form or by visiting the school website and paying for the 'In House' items by Wisepay. (See copy of 'In House' order form attached).

These items currently include pinafore dresses, some red reversible coats, PE kits and Kit bags. The normal, standard size book bags are also available from the School Office, whilst a new larger book bag for KS2 is now available from the School Trends online ordering site.

In future it is our intention to offer all our uniform ranges from the School Trends website, once our stock in school is depleted. Parents will be kept informed of the situation as it changes.

If you have any queries, please do not hesitate to contact either parentinfo@schooltrends.co.uk or the School Office. Thank you.

Yours sincerely

Rosemary Woodall
Headteacher