

5 May 2020

Outwood Academy Normanby

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Principal: Mr Andrew Wappat

Dear Year 6 Parent/Carer

Free Year 6 > Year 7 Starter Uniform Bundle ordering update

Following on from my letters in March and April, I continue to look forward to welcoming your son/daughter as a student to Outwood Academy Normanby. Thank you too for your support in building strong communication links with us. If you haven't managed to share your mobile/email address with us yet, can I remind you of our (very) quick online survey? It is important for us. There is no need to complete it again, only if you know you haven't so far. It is here: <https://forms.gle/ijWIKwEwwDQIzyqX8>

Clearly this is not an ordinary year, but be assured that we are doing everything we can to ensure as smooth a transition as possible to secondary school, in these unprecedented circumstances.

As you hopefully know, all our Year 7 starters receive a free bundle of Outwood uniform, consisting of: a blazer, 2 white shirts, a pair black trousers or skirt, a tie, a PE rugby top, a PE polo top, PE shorts, PE socks.

Normally we would arrange for our uniform supplier Trutex to measure all Year 6 children for their uniform bundle during one of the Transition days in late July. Clearly this will not be possible this year, so we have made alternative arrangements.

Please can you order uniform your Y6 child online via (girls): www.trutex.com/outwoodgirlsform or (boys): www.trutex.com/outwoodboysform Please complete one order form per child, and we will check orders against our formal list of students due to start with us in September, to prevent duplication.

The Trutex website has support to help you select the correct size uniform for your child, including useful videos. The sizing guide and videos are here: www.trutex.com/sizing and there is further information and guidance here: www.trutex.com/tips-and-tricks/size-guides

Tape measures to take away will be available from Reception soon, but please contact us if you are wanting to collect one. Likewise, if you have any difficulties accessing the online form, please contact us via transition@normanby.outwood.com and we will arrange for a paper copy to be sent to you.

Your named uniform bundle will be available for you to collect on Thursday 30 July. We will contact you before this with details of our arrangements for social distancing and appropriate safeguarding for you, and our staff.

Should you discover that the uniform you have ordered does not fit, there will be a return and exchange day on Friday 31 July. Again, it will be necessary to manage this day carefully to protect everyone and further details will be given nearer the time.

This order form is only for the initial, free uniform bundle order. Future ordering will be a different process.

Yours faithfully



Andrew Wappat
Principal

Outwood Grange Academies Trust, a company limited by guarantee registered in England and Wales with company number 06995649.

Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.

VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.