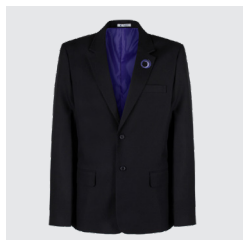




## Introducing your New Uniform Provider

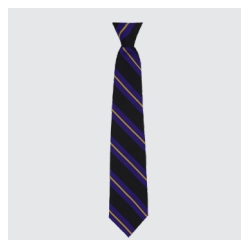
As part of joining Outwood Academy the trust provides a set of uniform for all students in year 7. **This uniform bundle includes:**



School Blazer



Twin Pack Shirt or Blouses



School Tie



Trouser or Skirt



P.E Polo



Games Jersey



P.E Short



Sports Sock

## Bundles:

Outwood Grange Academies Trust works with the school uniform manufacturer Trutex to supply the uniform for these bundles. Distribution will be carried out by time slots throughout the collection day allocated by primary school. If you cannot attend the event you can ask a friend or relative to collect on your behalf?

## Sizing:

Trutex provide an online sizing form (one for girls / one for boys) for parents/carers to fill in their children's sizes. There will be online size guides and printable tape measures available should you need them. This form can only be filled in once per student and you must only use the child's surname and first name provided for the academy register. Due to the restrictions in place due to Covid-19 there will be no actual trying on of garments. **To receive the academy provision of uniform this form must be filled out by 28<sup>th</sup> May 2021**

**Boys online form** - <https://bit.ly/2Pk9d9Y>

**Girls online form** - <https://bit.ly/2035Cwt>

## Picking up your new Uniform bundle – Distribution Event:

Trutex will attend the academy at agreed dates to distribute the uniform bundles to each student. There will be no opportunity to try on anything when this bundle is collected, this must be done at home. You must make sure if you need to exchange any of the items in your bundle that the packaging is carefully taken off and any hangers are also returned with the item. Trutex cannot exchange socks if they have been tried on due to hygiene reasons, the shoe size is stated on the packaging.

Year Group	From/Group	No of Students	Distribution Event Time
TBC	TBC	TBC	TBC

## Need to change an item? - Exchange Event

Trutex will attend the academy at agreed date/s after the Distribution Event to provide Exchange Event day/s. During these event days you can exchange any items from the bundle for alternative sizes. You must have a rough idea as to what size will be required as again there will be no trying on of garments. Trutex staff can offer advice on the day. Only 1 x parent/carer and the student will be allowed to attend this event due to current restrictions. Exchange event dates and times are below, if you cannot attend the event you can ask a friend or relative to attend in your place.

Year Group	From/Group	No of Students	Distribution Event Time
TBC	TBC	TBC	TBC

## Queries?

If you have a query about your new uniform bundle please email us [outwoodbundles@trutex.com](mailto:outwoodbundles@trutex.com)



## 3 simple steps to order online...

1

Register or login at [www.trutex.com](http://www.trutex.com) using your school code: **XXXXXXX**

2

Shop your uniform items and choose your delivery – **FREE** on orders over £40

3

Pay using debit card, credit card, Paypal or Amazon Payments

**Klarna.**

*Klarna - Split your order into 3 interest free payments*



## How to contact us...

### Customer Service

For all enquiries relating to your order please contact us using any of the options below.



#### Online Contact Form

Complete our online contact form at [www.trutex.com](http://www.trutex.com)



#### Email Us

Email [td@trutex.com](mailto:td@trutex.com) stating your order number followed by your query



#### Text Us

Text **64446** and start your message with the word Trutex. Please include your order number and nature of your query



#### Phone Us

Call **01200 421206** to speak to a Customer Service Representative



## Delivery

### DPD Ship2shop: £3.50

When placing your order you can choose the DPD Ship2shop service where your order is delivered to your chosen DPD Pick Up shop. There are 2,500 locations to choose. When your order is in stock this service is delivered within 2 working days.

This service is **FREE** on orders over £40

### Standard Delivery: £4.98

Orders placed before 2.00pm (Monday - Friday excluding bank holidays) using our Standard Delivery option will be delivered within 2 working days when in stock. Parcels are tracked with proof of delivery under this service.

This service is **FREE** on orders over £40

### Next Day Delivery: £6.98

Orders placed before 2.00pm (Monday - Friday excluding bank holidays) using our Next Day Delivery option will be delivered next working day to a specified delivery address, when in stock, within a 1 hour window slot. Parcels are also tracked under this service.