

**St. Martin-in-the-Fields High School for Girls
and Sixth Form (co-ed)**

11-19 Church of England Academy Founded 1699



Friday July 14 2017

Dear Families

I am writing to give you an update regarding the delivery and distribution of the new uniform.

I met with the suppliers on Tuesday and they have confirmed that they will deliver the new uniform to the school, in named packages, on Monday 17 July. This will include any uniform that you purchased during the on line offer that was in place until 14 May.

The school will distribute the new uniform to students on Tuesday 18 July 2017. We will organise for this to take place at the end of the day so that they do not have to walk around with their package throughout the day. Please note that students will only be able to take their own uniform and will not be allowed to collect uniform on behalf of other students. If a student is absent on Tuesday the uniform will be kept in a safe place in school and can be collected on Wednesday or at any time over the summer holidays. The school will be open during the holidays 9am -3pm Monday to Fridays.

I have been informed, due to a large production, the manufacturers have a shortage of stock material for the blazers. This means there will be a small number of girls who will not receive their blazer on Tuesday. There will be different ways that you can get the blazer before the start of term, please read the information leaflet that will be in your daughter's package. Your daughter will certainly receive her blazer before the start of school in September and you can select how you would like it to be delivered to you.

If your daughter tries on her uniform and there are items that do not fit, please take these to the shop to exchange. There will not be a problem to do so.

Everything you need to know will be on an information leaflet that will come with the uniform, please do not hesitate to contact us if you have any questions.

I will write to you again, but in the meantime, can I remind you that school finishes at 12.30pm on Wednesday 19 July.

Yours sincerely

Beverley Stanislaus

Headteacher Mrs Beverley Stanislaus B.Ed. NPQH

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WITH LOVE AND LEARNING

Headteacher