Dear Parent/Carer

I am delighted that your child will be joining us in September and very much look forward to working with you, as a family, to ensure the transition from primary into secondary is as smooth as possible.

Unfortunately, the pandemic has again meant that we have been unable to offer our normal transition programme which includes an introduction day and parents evening. As a school we are committed to doing all we can to ensure that you have all the information you need to assist with your child's smooth transition from Year 6 to Year 7.

Over the coming weeks and months, we will provide you with additional information and updates and hope that these can go some way to reassuring you, as a family, that Bromfords is the right school for your child.

This letter provides you with details around our school uniform which will help you to start planning and preparing for Year 7.

Skirts and Ties

The Bromfords School and Sixth Form College is the sole supplier of the school tie and the girls skirt and as such they can only be purchased directly from the school via ParentPay at a cost of £6.00 per tie and £21.00 per skirt. You will find your ParentPay details enclosed with this letter. Please note that we require payment to be made no later than 11th June 2020, this is to ensure we have the correct stock available.

Please note that when placing an order, you will be required to enter the number of each item you require and will need to add the required size (skirt only) you wish to purchase prior to payment.

Below are details of skirt waist and length sizes.

Senior Pleat Skirts *(GPB, GST & GKS)*

Waist Size (inch)	Waist Size (cm)	Length (inch)	Age Guide
20"	51cm	16"	10yrs
22"	56cm	16", 18", 20", 22"	11yrs
24"	61cm	16", 18", 20", 22", 24"	12yrs
26"	66cm	16", 18", 20", 22", 24"	13yrs
28"	71cm	16", 18", 20", 22", 24"	14yrs
30"	76cm	16", 18", 20", 22", 24"	15-16yrs
32"	81cm	16", 18", 20", 22", 24"	
34"	86cm	18", 20", 22", 24"	
36"	91cm	18", 20", 22"	
38"	96cm	20", 22"	
40"	102cm	20", 22"	

Copy the following link into your web browser to watch a quick and simple video showing you the correct and accurate way to measure skirts.
https://www.youtube.com/watch?v=tJ0qpC-F9g0&feature=youtu.be

Collection

Once you have placed your order and payment has been made via ParentPay (no later than 12th June 2020) skirts and ties can be collected from the schools Main Reception on the following dates only.

Please note that staff will **not** be available on any other date.

Date	Time
Wednesday 21st July 2021	09:00 – 11:00
Wednesday 21st July 2021	13:00 – 15:00
Wednesday 11th August 2021	09:00 – 11:00
Wednesday 11th August 2021	13:00 – 15:00
Wednesday 25th August 2021	09:00 – 11:00
Wednesday 25th August 2021	13:00 – 15:00

If for any reason your daughter arrives at school wearing an incorrect skirt, she will be fitted with a new skirt that parents will be required to pay for.

If you have any questions about uniform or Free School Meals, please do not hesitate to contact our Finance Assistant Mrs Coleman on colemane@bromfords.essex.sch.uk

Uniform

Please note that all other uniform is to be purchased from our uniform supplier Emblem who are taking appointments for parents to visit the shop. To make an appointment please email your name and contact telephone number to bromfords2020@emblem-group.co.uk.

If for any reason you have not returned your child's admission form that was sent with the original letter from the school, can you please ensure you return it to the school office as soon as possible. Should you require a replacement form please email office@bromfords.essex.sch.uk and we will forward one to you.

Yours sincerely

Mr Neil Dunn
Headteacher