**Gordonbrock School Uniform Order Form**

|  |  |  |  |
| --- | --- | --- | --- |
| **Childs Name:** |  | **Childs Class:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Price | Quantity | Size |
| Polo Shirt | £6.00 |  |  |
| Cardigans | £8.75 |  |  |
| Sweatshirts | £7.25 |  |  |
| Basic Bookbag | £5.00 |  |  |
| Bookbag with strap | £6.50 |  |  |
| Small Rucksack | £6.75 |  |  |

|  |  |
| --- | --- |
| **Total Order Cost** | **£**  |

|  |
| --- |
| **Sizes Available: 24” – 36” (Larger sizes available on request)****Please see overleaf for more sizing information***Please note that you are able to try the uniform on before you make a purchase.* |

**Placing & Collecting Your Order**

* To order school uniform please complete a Gordonbrock School Uniform Order Form, which is available on our website or from the school office.
* Once completed the form should be emailed to the school office (info@gordonbrock.lewisham.sch.uk) or handed into the school office. ***Please Note: the office are able to accept hand delivered order forms between 8:30am to 4:30pm Monday to Friday or anytime for forms sent by email.***

**Collecting Your Order & Exchanges**

* Collection of uniform orders can be made from the office on Tuesday afternoons between 2pm to 3pm and Thursday mornings between 9am to 11am. In most cases your order will be available to collect during the next designated collection time. If any of the items you have ordered are out of stock we will contact you.
* You are able to exchange purchased uniform as long as it has not been worn, washed, is stained / marked or have any pet hair on it. ***Please note: exchanges can only be made on Tuesday afternoons between 2pm to 3pm and Thursday mornings between 9am to 11am.***

**Payment**

* Payment can be made by cheque or cash. ***Please Note: cheques should be made payable to Gordonbrock Primary School with your child’s name and class, your name and address and a cheque guarantee card number written on the reverse.***
* Payment can be made when the order is placed or when the order is collected.

|  |
| --- |
| **FOR OFFICE USE ONLY** |
| Date Order Rec’d: |  | Rec’d By: |  |
| Date Payment Rec’d: |  | Amount Rec’d |  | Payment Method: | Cash / Cheque |
| Date Order Collected: |  | Collected By: |  |

|  |  |
| --- | --- |
| Office to Keep Original | Parent to be given copy |

**Gordonbrock School Uniform Sizing Information**

|  |
| --- |
| Polo Shirts |
| 3/4 | 5/6 | 7/8 |
| 9/11 | 12/13 | 14/15 |

|  |
| --- |
| Sweatshirts |
| 22 | 24 | 26 | 28 |
| 30 | 32 | 34 | 36 |
| 38 | S | M | L |

|  |
| --- |
| Cardigan |
| 22 | 24 | 26 | 28 |
| 30 | 32 | 34 | 36 |
| 38 |

.