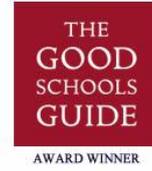




Headteacher: Mr J Grant  
 Sackville School, Lewes Road, East Grinstead,  
 West Sussex RH19 3TY  
 Tel: 01342 410140 Fax: 01342 315544  
 Email: secretary@sackvilleschool.org.uk  
[www.sackville.w-sussex.sch.uk](http://www.sackville.w-sussex.sch.uk)



December 2018

Dear Parent/Carer

There is an opportunity to purchase a collared t-shirt for those students studying GCSE and BTEC PE. I must stress that this is not compulsory but we feel it does help to give the students a greater sense of identity. Students would be able to wear these t-shirts in their examination lessons. In particular, the t-shirts will be very useful during their external moderation because each shirt will have their surname on the back.

The cost of the collared t-shirt is £23.00. Please refer to the size guide when selecting your size. It may be possible to get some sample sizes should you be unsure of which one to choose <https://www.canterbury.com/size-guide-i26>.

If you would like to purchase a t-shirt you can pay via the online payment system. Please complete the reply slip below and return with your payment to the finance office no later than Friday 18<sup>th</sup> January 2019 to enable us to process the order as quickly as possible.

As these items are personalised, please ensure you order the correct size as refunds are **not** available. Orders can take between 6-8 weeks to arrive due to the personalisation process. We apologise that this information has taken a while to be provided and we do appreciate that this comes very close to Christmas. However, it has been a struggle to find a supplier to deal with our order. Consequently there has been a delay getting the details for the t-shirts to you.

Yours sincerely

Mrs S Currie  
**Teacher of PE**

✂.....

To: finance office

Name of student \_\_\_\_\_ Form \_\_\_\_\_

I would like to purchase a collared t-shirt.

I have paid £23.00 via the online payment system/

Course: GCSE PE/BTEC PE (please circle)

Size: XS S M L

Parent/Carer (please sign) \_\_\_\_\_

Parent/Carer (please print) \_\_\_\_\_

Date \_\_\_\_\_





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