**SmartStart 2020**

* **Due to the pandemic, we will not be offering a face-to-face ordering service this year. Please be very careful about ordering, as returns will not be possible due to Covid handling issues.**
* **We will start taking orders for free school uniform again from Monday 15th June and we will provide uniform on a “first come first served basis” until the funding is exhausted.**
* **The age range is 4-16 year olds.**
* **Families need an up-to-date referral. Only workers can refer, but families or workers can check if referrals are current.**
* **In advance of ordering**

Please check with your school website for colours and other requirements. We **cannot** help with badged/Logo items and we **cannot** help with ordinary clothing, where schools have relaxed their uniform rules.

Families can only have one uniform set per year. We advise families to order for September. Please measure children and allow for growth rather than rely on “age” alone (there is a size guide on the back of the order form).

* **Ways to complete Order Forms**

Families who are currently referred, can request order forms (by phone) or download forms (from our website) and **return them by post or email** to Wood Street Mission (details below).

**Support Workers can assist** families in completing forms, then email or post the forms to Wood Street Mission. In all cases please follow the steps on page 2 of this sheet and **return one Order Form per child**.

* **Incomplete forms will be returned.**
* **Families/workers can ring and ask for help on 0161 834 3140 anytime on Tuesday, Wednesday or Thursday between 9.30am-3.30pm.**
* We will notify workers and parents through email and social media when the funding is exhausted.

**2 How to fill in the Uniform Order Form.**

**Use a separate “Uniform Order Form” for each school-aged child, *e.g. 2 children = 2 separate order forms.***

**You may order 1 pack of uniform for each child.**

**Step 1.** Fill in your name, address, postcode, telephone number and child’s date of birth.

A mobile number will help the delivery company let you know the date and time.

**Step 2.** Choose one option from the Uniform Packs below for each child, and fill in the **Uniform Pack Number** box on the Uniform Order Form.

**Step 3.** Circle the colour and sizes you need on the Uniform Order Form and return the form to us.

**Uniform Pack Number**

|  |  |  |
| --- | --- | --- |
| **Boys Pack 1** |  | **Girls Pack 2** |
| Polos x3 |  | Polos x3 |
| Trousers x1 |  | Skirt or trouser x1 |
| Sweatshirt x1 |  | Sweatshirt x1 |

|  |  |  |
| --- | --- | --- |
| **Boys Pack 3** |  | **Girls Pack 4** |
| Shirt x4 |  | Blouses x4 |
| Trousers x1 |  | Skirt or trousers x1 |
| Sweatshirt x1 |  | Sweatshirt x1 |

Uniforms will be delivered to family homes in 6-8 weeks.

If the home address is likely to change or is not secure please contact us.

We cannot resupply lost or stolen uniform.

**Wood Street Mission, 26 Wood Street, Manchester, M3 3EF.**

**Tel 0161 834 3140**

[**www.woodstreetmission.org.uk**](http://www.woodstreetmission.org.uk)

[**referrals@woodstreetmission.org.uk**](mailto:referrals@woodstreetmission.org.uk) **or**

[**smartstart@woodstreetmission.org.uk**](mailto:smartstart@woodstreetmission.org.uk)

**Charity No 1078337**