



**Outwood Academy Shafton**

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Principal: Mrs Cara Ackroyd

May 2017

Dear Parent/Carer of Year 6 Students

**Outwood Academy Shafton uniform measuring days**  
**26 and 27 June 2017**

We are planning to hold two uniform measuring days on the above dates so that your son/daughter can be measured for their Outwood Academy uniform ready for them to start their education with us at Shafton.

These measuring days will start at 2.45 pm and run until 5.30 pm. We have set them for the 26 and 27 June as these are the first two days of Year 6 transition week and some of the Primary school students will already have been in the Academy on these days to take part in transition activities.

You will be able to have your son/daughter measured for their new uniform and place an order for the uniform to be delivered back to Outwood Academy Shafton. The uniform packs will be available to be picked up from our site on the 31 July between 10 am and 4 pm. You will be sent a letter nearer the time giving you a specific time slot to pick up the uniform pack.

**We would like to let you know that there will be no charge to yourself for this initial set of Academy uniform.**

If you are going to attend the measuring days please indicate on the slip below which day you intend to attend and return the slip to your son/daughter's Primary school and these will be picked up by Miss Findlay and brought back to the Academy so that we have an idea of how many parents/children will be attending on each date.

If you need any further information please feel free to telephone the Academy on the above number and ask to speak to Mrs. Ward.

Yours faithfully

**J Goldthorpe**

**Jane Goldthorpe**  
**Business Manager**

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**OUTWOOD ACADEMY SHAFTON – Uniform measuring days**

I **confirm\*** / **do not confirm\*** that I will be attending one of the uniform measuring days as set out below. Please tick the appropriate box. Please also indicate which primary school your son/daughter currently attends.

26 June       27 June       Primary school

Signed ..... Parent/Carer

Date .....

**\*Please delete as appropriate**

Outwood Grange Academies Trust, a company limited by guarantee registered in England and with company number 06995649  
Registered Office address; Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF  
VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.  
A list of Directors' names is open to inspection at our registered office.