

Dear Headteacher / Member SLT

Firstly, from everyone at Prestige Design & Workwear we hope you are all keeping well and staying safe in these unprecedented times.

With the 'Back to School' season approaching us, and our priority being safety during this difficult time, we want to work with all our schools by offering the best possible service to all parents, carers and their children by helping them to purchase their uniform without any added stress.

In order to help maintain social distancing for shop visits we would like to encourage early Online ordering for all students who are already at the school. 95% of all size changes are normally completed by going to the next size up or down. We have a complete sizing guide video and garment sizing PDF available to view on our website. Home Deliveries and collect from store services will still be available, but on all collect orders no checking of sizing will be available in store. Exchanges can be made by booking an appointment to come to store

For new starters to your school, As of the 1st June 2020 For Barton Shop customers & as of 1st July for Flitwick shop customers we have introduced an online appointment booking system. The booking system is now up and running so parents can start booking appointments online at [www.prestigedesignww.co.uk](http://www.prestigedesignww.co.uk).

This will give the parent and child a 15 minute time slot to try on uniform and purchase it.

We will be limited to the amount of customers we have in the shops at one time so we have introduced a ONE CHILD, ONE PARENT/CARER per appointment.

Please be assured that we will following all current government guidelines, and customers must adhere to our social distancing measure we have put in place within our store.

We will provide hand sanitizers and all areas will be cleaned on a regular basis.

Can I please ask that you encourage your current and new parents to consider ordering online as much as possible.

If they can book a sizing appointment as early as possible to guarantee they get there full uniform requirements.

Thank you for your continued support.

Your sincerely

Mandy McCaffrey

