

9th February 2023

Dear Year 13 Student (and Parents for information),

Year 13 Leavers' Kit 2023

We are pleased to inform you that it is now possible for you to order items from the 2023 Leavers' Kit. The following is important information that needs to be considered before committing to purchasing the items on offer this year. All items are detailed below.

Leavers' Kit orders

Having consulted the year group, we have settled on a number of kit options that will be available for purchase as these items proved to be the most popular and feasible options available through our suppliers. We have several deadlines that need to be met in the coming weeks so that we can take delivery and distribute the kit before students depart for the summer. As some items can take up to 8 weeks to process, the **order deadline is Wednesday 22nd February**. Unfortunately, we will not be able to process any orders received after the deadline.

All pupils wishing to buy any number of items of Leavers' kit should fill in their order details online via Parent Pay, **including size and in some cases colour choice or optional initials which should be entered in the 'Notes' box on parent pay**. Please make sure you pay the correct amount and enter your personalisation choices on Parent Pay.



Above is shown the colour options for the hoodie, the 'Leavers 23' design will be on the back, with the RGS crown on the front)





	S	M	L	XL	XXL	Colours available	Initials available	Price
Hoodie	36"	40"	44"	48"	52"	French Navy, Burgundy, Blue	No	£23.50
Casual Jogger	30"	32"	34"	36"	38"	Heather Grey, Black	Yes (1.50)	£21.50
Midlayer	36"	40"	44"	46"	N/A	N/A	Yes (£1.50)	£30.50
Nike Tee	36"	40"	43"	46"	51"	University Red, Navy	Yes (£3.50)	£17.00
Retro Rugby Jersey	34-36"	38-40"	42-44"	46-48"	50-52"	N/A	No	£55.00
Quarter-Zip	34-36"	36-38"	38-40"	40-42"	42-44"	N/A	No	£36.50

- For further information about sizing and fits of the Quarter-Zip head to <https://portfolio.stashcompany.co.uk/sizing>
- Some products such as the Retro Rugby Jersey have a minimum order quantity, if we do not meet this minimum order quantity, the money paid for these garments will be refunded.

The online payment system is now open. Only a single order will be put through for the kit to our supplier and therefore it is vital that **all payments are put through to Parent Pay by Wednesday 22nd February**. If payments have not been submitted by this date, there will be no further opportunity to purchase kit.

Please note: Kit initials are an optional choice and will cost an additional £3.50 for the Nike Tee and £1.50 per garment for either the Casual Joggers or the Midlayer (Price is per garment NOT per initial). The limit to the number of initials is 3 letters. If initials are not paid for, the order will go through for the garment without personalisation. Please use the table below to help calculate how much you order will cost.

Item	Colour chosen	Size	Cost of garment	Initials cost (£3.50 for Nike T, £1.50 for Casual Joggers and Midlayer)
1.				
2.				
3.				
4.				
5.				
Subtotal:				
Final total:				

Yours faithfully,
The Senior Prefect Team