

Kingsmead

Achieving through Caring

Head Teacher: Mark Williams

20th March 2019

Dear Year 11 Student

Leavers' Hoodies and Year Books 2019

We write to inform you that Year 11 Leavers' Hoodies and Year Books are available to pre-order via ParentPay. We have looked at various designs and have chosen the most suitable and cost-effective versions of both. We hope that you will take this opportunity to order your mementos to help remember your time at Kingsmead.

Leavers' Hoodies

Students will have a choice of colours in a range of sizes. Names of students from whom we receive **GDPR consent** will be on the back in the shape of a "19" (the year you are leaving) along with "Kingsmead Leavers". On the front there will be a logo "K19". All the printing will be in white. Sizes available are: **XS-18"**, **S-21"**, **M-22"**, **L-24"**, **XL-26"**, **XXL-27"** (measured laid flat across chest from under left armpit to right armpit). See Mrs Hake if you wish to see the colour swatches or try on the sample sizes in person. The cost for a hoodie will be **£19.50**.



Year Book

These will be full colour hardback A5 books, containing up to 100 pages. The Leavers' Committee are hard at work compiling the content of the year book to include a variety of photos charting your time at Kingsmead, with messages from your teachers and quotes from year 11 students. Please send any appropriate photos to your class reps to be uploaded for inclusion, as well as your leaving quote. The year book will be checked and edited as necessary by the school, before being sent to the printers. The cost of the year book will be **£16.00**.

Please note these offers are dependent on orders of at least **50 units** for each item being placed. If these minimum numbers are not met, your money will be refunded.

What you ALL need to do:

Due to GDPR regulations, for your name to be included (whether you wish to order or not!) on the back of the hoodie and your name and any photos of you to appear in the year book, you MUST ask a parent/carer to complete the attached consent form before returning it to your class rep to pass on to Mrs Hake. Failure to do so will mean we have no choice but to leave you out of these leavers' mementos.

And if you wish to place an order for either or both of these items:

- log in to your ParentPay account to make the appropriate payment(s)
- complete order section(s) of the attached form

NOTE: hoodies are non-returnable so please be absolutely clear about colour choice and size when ordering

The deadline for forms and payments is Monday 1st April to enable completion and checking of order forms and ensure printing and delivery of items before study leave begins. **NO LATE ORDERS WILL BE ACCEPTED.**

Yours sincerely



Suzy Hake
Leader of Student Support Year 11



Charlie Pierce
Assistant Headteacher

CARE


ASPIRATION

RESPECT

DETERMINATION

Wiveliscombe, Taunton, Somerset, TA4 2NE

 contact@kingsmead-school.com

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@Kingsmead

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Leavers' Hoodies and Year Books 2019

PLEASE COMPLETE ALL SECTIONS OF THIS FORM
AND RETURN TO YOUR LEAVERS' COMMITTEE CLASS REP
BY **MONDAY 1ST APRIL**

LATE RETURNS OF THIS FORM WILL NOT BE ACCEPTED, AND NO ORDERS SUBMITTED.

GDPR CONSENT

- YES, I give written consent for my child's **full name** to appear on the hoodie and in the year book.
- NO, I DO NOT give consent for my child's **full name** to appear on the hoodie and in the year book.

.....
Parent/Carer Name

.....
Parent/Carer Signature

.....
Date

**PLEASE PRINT STUDENT FIRST NAME AND SURNAME IN BLOCK CAPITALS
EXACTLY AS IT SHOULD APPEAR ON HOODIE AND IN YEAR BOOK**

.....

- YES, I give written consent for my child's **photos** to appear in the year book.
- NO, I DO NOT give consent for my child's **photos** to appear in the year book.

.....
Parent/Carer Name

.....
Parent/Carer Signature

.....
Date

HOODIE ORDER

- YES, I wish to order a hoodie and have paid **£19.50** via ParentPay.

COLOUR **SIZE**.....

- NO, I DO NOT wish to order a hoodie.

YEAR BOOK ORDER

- YES, I wish to order a year book and have paid **£16.00** via ParentPay.
- NO, I DO NOT wish to order a year book.