

Subject: Uniform & COVID-19 Update

COVID-19

I am writing in view of the evolving situation surrounding the Coronavirus, to explain our companies approach and plans for the foreseeable future.

First and foremost, our priority is the health and safety of our employees, customers and respective families, particularly those who may be vulnerable in some way. Equally it is our intention whilst ensuring all relevant safe practices are observed for our employees, customers and suppliers, to maintain our normal business operations as far as possible.

We would like to assure you of our continued support and best possible service to your school and it's pupils and parents. We would be grateful if you could please circulate on our behalf the attached parent letter, to all your pupils parents/guardians – through your "parent e-mail/schools social media platforms" to advise and reassure them of our commitment to ensuring the continued supply of any uniform requirements they have during this uncertain time.

Kind Regards,

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