

28 June 2019

Dear Parents/Carers

Campus Reception – Summer Holidays

We write to inform you that our Campus Reception will be closed from Wednesday 24 July 2019 until Monday 12 August 2019.

If you have any queries during this period, you are invited to contact the school via enquiries@notleyhigh.com and we will endeavour to respond as soon as possible.

If ordering school uniform via our supplier, SWI, www.swi.co.uk and opting for free delivery to us, your orders will be available for collection from Campus Reception during week days from Monday 12 August 2019 between 8am and 4pm.

You will find a copy of the uniform order form via our website <https://www.notleyhigh.com/files/uniform/NotleyHighUniformOrderForm.pdf>

SWI recommend that orders are placed by Monday 5 August 2019 to ensure that items are received in good time for the start of the Autumn term.

We would like to take this opportunity to wish you all a very happy and restful summer.

With kind regards

Mrs H Thomson
Head of Communications, Administration & Governance Professional Services