

12th March 2021

Dear Parents and Carers,

We wanted to let you know about The Green Room School's branded clothing now available from our online shop at Olympic Workwear.

There are a variety of clothing items on offer from t-shirts and hoodies to jackets and beanies which are all sold at cost price. Please note we do also have caps (in black, dark grey or light grey) that can be bought from the school office for £5.94 each.

SIZES

If you have any queries on sizes please contact Olympic Workwear on 01753 811 294 and they will assist you.

RECEIVING YOUR ORDER

There are 2 options for how best to receive your order.

1. Pay a delivery charge and receive your order straight to your door
2. Place your order and wait until we do a half termly pick up by a member of staff. This will usually be the last week of each half term. Please inform us of your order so we know to pick up

See below for more details.

HOW TO ORDER

1. Visit Olympicworkwear.co.uk
2. At the bottom of the list on the left hand side click > **Colleges/Clubs**
3. From the drop menu click > **The Green Room School**

(You will now see all of the items currently on offer. *Please note the images do not include The Green Room School branding*).

4. Click > on the item you would like
5. Choose the **Colour**, **Size** and **Quantity** you would like
6. Add it to your **Cart**
7. When you have added all of your items head to **Checkout**
8. Enter your **email address**. Click > **Delivery details**
9. Enter your **Delivery details**. Click > **Order Summary**
10. You have different options for obtaining your workwear:

Delivered to your home:

- Enter in your **address details** and continue with **checkout** as normal. (You will pay delivery charges).

Pick up yourself as soon as your item is complete:

Address: Olympic Workwear 404 Montrose Ave, Slough SL1 4TJ

- Enter in your **address details**
- Click > **Order Summary**
- Select **Payment method**
- Click > **yes to terms & conditions**
- Click > **I have a gift voucher or promo code**
- **Enter GR001** (*this removes the delivery charge*)
- Click > **Pay for Order** > Enter **payment details** > **Pay for Order**
- **Email** sales@olympicworkwear.co.uk to say you will pick up your order when it is complete

Wait for the next half termly pick up:

Pick up will happen at the end of each half term

- Enter in your **address details**
- Click > **Order Summary**
- Select **Payment method**
- Click > **yes to terms & conditions**
- Click > **I have a gift voucher or promo code**
- **Enter GR001** (*this removes the delivery charge*)
- Click > **Pay for Order** > Enter **payment details** > **Pay for Order**
- **Email** sales@olympicworkwear.co.uk to say you want your item to be picked up by the school on the next pick up

If you have any questions please do get in touch and we can help you through the process.

Best Regards,



Lexie Sparks
Operations Director

Start a path.