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**Smart Start Guidance 2025**

* **Although school uniform is available year round, Wood Street can only provide one uniform set per child, per year.**
* **The service can be accessed by post, phone and email. Please be very careful about ordering.**
* **The age range is from Reception to 16 years of age.**
* **Only Support Workers can refer but families or Support Workers can check if referrals are current. Please ring 834 3140 with referral queries. We will need a current referral before we can take any orders.**
* **In advance**

Please check with your school website for colours and styles.

We **cannot** help with badged/logo items.

Please measure children and allow for growth rather than rely on “age” alone (size guide on the back of the order form).

* **Ways to complete Order Forms**

Families who are currently referred, can request order forms (by phone or email) or download forms (from our website) and **return them by post or email** to Wood Street Mission (details below).

**Support Workers may choose to assist** families in completing forms, then email or post the forms to Wood Street Mission. In all cases, please follow the steps on page 2 of this sheet and **return one Order Form per child**.

* **Families can ring for help with Order Forms on 07895 375730 on Wednesday and Thursday between 10am-2pm.**
* We will notify Support Workers and parents through email and social media when the funding is exhausted.
* Please be very careful with measurements and orders, as **returns or exchanges are not possible.**

**2 How to fill in the Uniform Order Form.**

**Use a separate “Uniform Order Form” for each school-aged child, *e.g. 2 children = 2 separate order forms.***

**There is an order form for Girls and an order form for Boys uniforms.**

**You may order 1 set of uniform for each child.**

**Step 1.** Choose the boy’s or girl’s form.

**Step 2.** Fill in your name, address, postcode, telephone number and child’s date of birth.

A mobile phone number will help with delivery.

**Step 3.** Choose between polos, shirts or blouses, then circle/highlight the colour and sizes you need on the Uniform Order Form and return the form to Wood Street Mission.

**Uniform choices**

|  |  |  |
| --- | --- | --- |
| **Boys Uniform** |  | **Girls Uniform** |
| Polos x4 **or** Shirts x4 |   | Polos x4 **or** blouses x4 |
| Trousers x1 |  | Skirt or trousers x1 |
| Sweatshirt x1 |  | Sweatshirt x1 |

Uniforms will be delivered to family homes in 6-8 weeks.

If the home address is likely to change, or is not secure, please contact us.

**Wood Street Mission, 26 Wood Street, Manchester, M3 3EF.**

**Tel 0161 834 3140 Please use this number for Referral checks.**

**Tel 07895 375730 Please use this number for Uniform Order queries only**

 [**www.woodstreetmission.org.uk**](http://www.woodstreetmission.org.uk)

**referrals@woodstreetmission.org.uk**

**Charity No 1078337**