

TERMS AND CONDITIONS FOR THE SALE OF SECOND-HAND UNIFORM

Second Hand Uniform is accepted on a consignment basis and is processed four times per year.

Condition of uniforms: Only clothing in good condition should be brought to the Uniform Shop for sale. Please ensure that all garments are *freshly laundered*, and blazers, skirts and pinafores are *dry-cleaned*. We will not accept any garments that are very thin, frayed, worn, or with stains, tears, holes or with obvious repairs.

Second hand form: The Second Hand Uniform form can be down-loaded from the Parent Portal, collected from the Uniform Shop, or you can contact the Uniform shop and one can be emailed to you. Please complete the *Second Hand Uniform form* with your signature and date and leave it with the garments you would like us to sell for you.

Pricing: Uniform Shop staff will determine a selling price for all goods. The Uniform Shop Manager reserves the right to dispose of any garments considered unsuitable for sale.

We do not accept the following:

- Numbered sport tops
- Shoes, socks, tights or bike shorts
- Discontinued Fleece Jackets
- Discontinued Spray Jackets
- Discontinued PE skirts
- Nova branded bathers with blue crest
- 'Scuttle' or 'Scuttle by Marie Brereton' labelled dresses, skirts, pinafores and blazers

Receiving stock: The Uniform Shop accepts *summer uniform* from Week 5, Term 3 until Week 5, Term 1. *Winter* uniform is accepted from Week 5, Term 1 until Week 5, Term 3. PE uniform, ELC uniform, blazers and jumpers are accepted at all times. Please note that braids and embroidered pockets should be removed from blazers before submitting them for sale.

Second Hand uniforms may be left at the Uniform Shop or at the school's Front Office. Families who have left or are leaving the school may bring second hand uniform in at any time throughout the year.

Payment: Second Hand Uniform is accepted on a consignment basis and is processed four times per year. Once goods are sold, 60% of the selling price will be credited to school fees accounts for current families. Former families will receive a direct deposit into their nominated bank account. Payments for the sale of second hand uniforms for split families with current students will be credited to school fees accounts, unless otherwise requested on the second hand form.

You may choose to *donate* the proceeds of the sale of your second hand uniform to the School, donations are gratefully accepted.

After 12 months, second hand items that have not sold will be considered a donation to the School.