



Instructions and Terms/Conditions Friends of SWPS Second-Hand Uniform Sale

*Thank you for selling your pre-loved uniform through
FoSWPS – please find some terms and conditions below.*

- 1) Please make sure all your garments are washed so they are in the best condition possible for the sale. Any items deemed unsaleable due to being dirty or in disrepair will be disposed of.
- 2) If you wish to receive 50% of the sale amount of your items, complete an inventory form and make sure that each item of uniform is clean, salable and has a neatly completed label attached with a safety pin to the front (labels can be found below). Prices for each garment are on the Price List. If you include an inventory form but have not labeled your uniform we will assume it is a donation and you will not receive 50% of the sale.
- 3) In order to streamline administrative processes and eliminate payments of very small amounts, from now on we will only pay commission if the item sold is £10 or more: all other items should be treated as donations. Make sure you include your bank details so we can pay any commission due via BACS (please note that we no longer require a stamp addressed envelope).
- 4) If you would like to donate your items to the Friends of SWPS, then just fill in the inventory form and be sure to tick the Gift Aid box – if you are not sure whether you have filled in a Gift Aid form, please do so now and either include it with your garments, or email it to friends.of.swps@gmail.com – many thanks!
- 5) Any item that doesn't sell after 3 terms will be donated to the school.
- 6) Please only send in school uniform that has been obtained from the official SWPS uniform supplier.
- 7) Once you have filled out the form and labeled the garments, bring them into school and leave them neatly in a corner of the vestibule at the pupil entrance. Please note that we can only accept items on FRIDAY mornings. Please look out for communications via the School Newsletter for when we are next running collections, or call the Second Hand Uniform Team to check.

In Summary: Only bring in items to the pupil entrance on select Friday mornings. They must be clean, in a good state of repair, with completed labels on each garment and include a neatly completed inventory sheet. (N.B. if you wish to claim 50% of the sale price, commission will only be paid on items priced £10 or more).

If you have any further queries or would like to help with second-hand uniform sales then please contact Anita on 07989 839 091 or Jo on 07957 578 207.

Pricing Guide for the Friends of SWPS Second-Hand Uniform

This is a price guide that we think would be a reasonable amount for each piece that is in a good condition for second-hand uniform.

Second Hand Uniform Price List April 2024

Item	Alleycatz Price	Second Hand Price
<u>Main Uniform</u>		
Woolly hat	£8	£4
Scarf	£12	£6
s/s blouse	£17 for 2	£4 each
l/s blouse	£17 for 2	£4 each
Trousers	£22	£10
Lab coat	£23	£10 new £8 used
Jumper	£24	£10
Quilted Coat	£33	£16
Stormdri Coat	£34	£20
Year 9 bag	£39	£15
Rucksack	£45	£20
Skirt	£45	£20
Blazer	£98	£45
<u>Sports Kit</u>		
Sports socks	£10.50	£2
Shorts	£18	£8
Hoodie	£20	£8
Skort	£26	£10
Polo shirt	£28	£10
Leggings	£29	£14
Base-layer	£30	£14
Mid-layer	£32	£15
Tracksuit bottoms	£33	£15
Sports Jacket	£50	£20
Sports Bag	£40	£15

Friends of SWPS Second-Hand Uniform Sale Inventory List

☐ Donate and Gift Aid ☐ Sell and Gift Aid the Donation ☐ Sell and No Gift Aid

Your Name: _____ Child's Name: _____

Address: _____ Form/Leaver: _____

Postcode: _____ Email: _____

Telephone: _____ Date Handed In: _____

Bank Details : Sort Code / Account Number: _____

PLEASE SAFETY PIN A COMPLETED LABEL TO EACH ARTICLE

[illegible]

Please Attach a Completed Label to Each Garment

NAME:

DATE HANDED IN:

TYPE OF GARMENT:

SIZE OF GARMENT:

PRICE:

NAME:

DATE HANDED IN:

TYPE OF GARMENT:

SIZE OF GARMENT:

PRICE:

NAME:

DATE HANDED IN:

TYPE OF GARMENT:

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