

# OLA PA Uniform Shop Guidelines



## Preloved Uniform

The OLA Parents' Association are delighted to offer quality preloved uniform at a significant discount via email request during term time.

We run a successful annual sale day, usually towards the end of August, which is a great opportunity to pick up bargains before the new school year.

The Uniform Shop can only exist due to our small group of dedicated volunteers, and we welcome anyone who would like to support the school if you have an hour or so to spare.

We accept donations of quality secondhand uniform throughout the year. You may choose to donate all proceeds to the Parents' Association, or we offer a generous 60% sales-share paid twice a year if your items have sold.



## How To Buy

Please **email requests** for uniform including sizes to [uniformshop@ola.org.uk](mailto:uniformshop@ola.org.uk)

During term time our volunteers aim to visit the Uniform Shop once a week. Email requests are checked, packed if they are in stock and made available to collect from Senior School Reception.

Payment can be made online by card or by direct transfer. You will be sent an invoice with the details.

Unwanted items must be returned with a completed Returns Form **within seven days** of purchase. We will then refund you by your original payment method. After that time, you will need to follow the sale guidelines if you wish to resell the item.

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## How To Sell

Once you are happy that your uniform items meet the requirements below, follow these steps:

1. Download and complete a Uniform Shop Submission Form
2. Bag up the uniform and ensure the bag is sealed
3. Attach completed submission form
4. Drop off in the wire basket in Senior School Reception

The uniform submission form can be downloaded from Classlist or the OLA PA page of the school website: [www.ola.org.uk/ola-community/parents-association/](http://www.ola.org.uk/ola-community/parents-association/)

Any items sent without a form will be assumed to be a donation to the Uniform Shop.



## Items Accepted

We are only able to sell **current uniform**. At present this includes:

- ✓ School Blazer uniform with old OLA logo \*
- ✓ Squadkit uniform with old OLA logo \*
- ✓ Speedo swimsuit and jammers
- ✓ Stevenson's uniform with new OLA logo
- ✓ Trousers, shirts, and blouses from School Blazer or Stevenson's

Old OLA logo uniform (\*) can be worn until July 2024. We will advise when we can no longer accept these for resale.

Please note that trousers, shirts, and blouses are slow to sell (especially junior school blue shirts) and we do not accept generic brands for this reason.

We are only able to sell **clean clothes in good condition**. All items for sale must:

- be **washed** at the highest temperature suitable for the garment and
- have all name tags removed

We are unable to return any items, therefore anything that does not meet sale standards will be disposed of either to charity or for textile recycling. This will include, but is not limited to:

- Unwashed clothes
- Incorrect brand items
- Items with large stains or tears, frays, or bobbles

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## Sales Share Payments

We pay sellers twice a year, in November and in May.

You will receive a sales share payment if:

- your items have sold
- the sales share amount is over £10

Items are considered sold once they have been paid for and their return window has passed. However, in the event of a non-payment from a buyer we will ensure that you are paid the full sales share.

You will be paid 60% of the amount that your items sell for. For example, a blazer sold for £40 will result in £24 sales share.

You will not be paid for any items that have been discarded due to not meeting sale requirements, and we are unable to inform you which items have been rejected.

We look forward to offering this incredibly useful resource to the OLA Community and thank you for your support.

OLA Parents' Association