

# Farrer P&C Uniform Shop

The FPS Uniform Shop is run by volunteers from the Farrer School Community Association (P&C). Buying from the Uniform Shop supports the fundraising of the P&C.

The FPS school uniform is bottle green and white. It complies with the ACT Government Uniform Policy. All garments are sourced from suppliers who can provide policy assurance that the items will be ethically sourced.

## Purchasing and Refunds Policy

### Purchase

- All purchases of new items must be through the Schools24 website [www.schools24.net.au](http://www.schools24.net.au) (school setup code is 251 289 63)
- Payment can be made by credit card or bank transfer.
- Bank transfer payment confirmation **must** be emailed to [FPSUniforms@gmail.com](mailto:FPSUniforms@gmail.com) prior to items being provided.

### Delivery

- Orders will be delivered to the front office and must be signed for on collection by student or parent.
- If you have a rush, please email [FPSUniforms@gmail.com](mailto:FPSUniforms@gmail.com) and we will do our best to help you.

### Shop opening

- The shop is online. There are no opening hours.
- We can open by appointment to try on sizes.
- The Uniform Shop will not be packing orders or responding to queries over any school holiday period.

### New Year Pre-orders

- Pre-orders will be taken in term 4 for items required for the start of term 1
- These items will be available for collection the week prior to school commencement

### Exchanges

- Exchanges for size will be accepted as long as the original purchase is in as new condition with tags still attached.
- If the required size is not available then an exchange for an item of the same value will be offered. No store credit will be offered.
- There will be no exchange or refund on discontinued items unless the item is faulty.

### Change of mind

- Refunds will not be offered for change of mind.

### **Faulty items**

- Faulty items will be replaced, if this is not possible, a refund may be offered.

### **Refunds**

- Eligible refunds will take 30 days to process.

### **Second hand shop**

- Second hand items are CASH ONLY.
- A rummage sale will be held once each term.
- We can open by appointment to rummage through the second hand tubs.

### **Lost Property**

- Lost property will be stored by the School in the store shed next to the STAR room. This will be open daily 3-3.45pm
- At the end of each term, all unclaimed Lost Property will be donated to the FPS P&C Uniform Shop for sale in the second hand shop.

### **Support the Uniform Shop**

- If there is an item you would like to be stocked, need a larger size than is offered, or would like to be on the P&C uniform shop subcommittee (one meeting per term) then contact us.

**Any queries to [FPSUniforms@gmail.com](mailto:FPSUniforms@gmail.com)**

# Farrer P&C Uniform Shop

## CODE OF CONDUCT

**\*\*The uniform shop is run by parent volunteers as a fundraiser\*\***

- Be courteous and respectful
- Support the FPS community
- Respect the advertised opening hours and policies
- Remain outside the uniform shop until invited in
- No access to the uniform cupboards except for members of the uniform shop or FPS staff
- If you try on an item, hang it neatly back on the rack
- Please keep the hallway clear

Any queries to [FPSUniforms@gmail.com](mailto:FPSUniforms@gmail.com)