

# UNIFORMS

## INFORMATION FOR PARENTS Kindergarten to Year 12

EFFECTIVE OCTOBER 2021



**ST JOHN'S**  
Anglican College

## Welcome to St John's Anglican College

St John's Anglican College is proud of its very high dress standards and students are encouraged to take pride in their uniform and appearance. All students are required to wear the full College uniform each day. The Uniform Shop enables students to purchase their College uniforms in a friendly and caring environment.

New uniform items can be purchased through the Uniform Shop, which operates from the Secondary Campus. Our Uniform Shop Convenor manages the functional operation of the Uniform Shop. This is a great way to help the College and get to know other parents. If you would like to assist in this area, please contact the Uniform Shop Convenor.

## Uniform Shop Contact Details

### Location

The Uniform Shop is located on the Secondary Campus.

### Contact Details

**Post** Attn: Uniform Shop  
St John's Anglican College  
PO Box 4078  
FOREST LAKE QLD 4078

**Phone** 3372 0181

**Email** [uniform@sjac.qld.edu.au](mailto:uniform@sjac.qld.edu.au)

### Placing an Order

You can place an order by phone, email or by visiting the uniform shop during hours of operation. Orders can also be placed through Flexischools.

Please include the following information when placing an order by email:

- Your Name
- Student Name and homegroup/class
- Contact number
- Credit Card number and expiry date (the security number is not needed)

*It is important to remember that whilst email is secure on the College server, the link between your computer and our server is not*

### Payment Options

All transactions are to be paid in full at the time of purchase. The uniform shop accepts:

- Cash (do not post cash)
- Cheque (subject to clearance)
- EFTPOS
- Visa and Mastercard

## Opening Hours

Monday	8.00am - 10.00am and 1.15pm - 3.45pm
Tuesday	8.00am - 10.00am and 1.15pm - 3.45pm
Wednesday	Closed
Thursday	8.00am - 10.00am and 1.15pm - 3.45pm
Friday	8.00am - 10.00am and 1.15pm - 3.45pm
<b>Appointments can be made between 10.00am – 1.30pm</b>	

The Uniform Shop will be open the first Wednesday of each Term.

The Uniform Shop will be open the first Saturday home game at Secondary Campus in Terms One, Two and Three from 7.30am – 10.00am.

Opening hours during school holidays will be announced on the College App.

## Enrolling Students

Students new to the College are fitted for their uniform by appointment only. Parents wishing to make appointments should contact the uniform shop directly.

## Uniform Expectations

The College uniform as prescribed must be worn at all times whilst attending and travelling to and from school. Whilst in College uniform, students must recognise that they represent the school, be proud of the uniform and wear it neatly. Parents have a responsibility to ensure their child/ren leave home each day correctly attired. Staff will then supervise this at College.

### The Wearing of the College Uniform

The wearing of the College uniform has always been a part of St John's Anglican College and will continue to be so. High standards of uniform wear and grooming are important in the College as this makes an important statement to the wider community about the College and the way it sees itself. Further, a student's personal standard of uniform wear and grooming may indicate how the student sees him/herself personally and how he/she feels about the College.

Often the policing of uniform standards and grooming falls to the teaching staff when it is a shared responsibility. Parents who enrol their children in St John's Anglican College must accept the responsibility to outfit their child in the correct uniform and see that it is worn correctly each day to and from school.

### Some Common Concerns Relating to the Uniform are Listed Below:

#### Blazers

- Blazers must be worn to and from school every day during Term Two and Three and on formal occasions and excursions.

#### Tie and Badges

- The House badge is worn on the girls tie under the embroidered College badge.
- The boys' tie is worn pulled up to the topmost button. The House badge is worn on the left breast pocket of the formal shirt on the right-hand side of this pocket or on the Collegetie.
- The College badge is worn on the right lapel of the blazer.

### **Dress Hat**

- The dress hat is worn everyday with the dress uniform whenever on College grounds and for formal occasions and excursions. Hairstyle must not affect the correct wearing of the hat.

### **Yard Hat**

- The yard hat is to be worn at morning tea, lunch and during PE lessons. All students must take a hat to Swimming, Cross Country and Athletics Carnivals.

### **Hair**

- Students' hair should be neat, tidy and clean at all times. Hair must not be coloured. Extremes of style are not acceptable. Use of hair products is not permitted.
- Tracks, steps or wedges are not allowed. Hair length must be above the collar. Boys' hairstyles which allow the hair to fall across the face or eyes are not permitted.
- Girls with hair longer than shoulder-length must wear it up. Ribbons or scrunchies must be in College colours (red, white or navy). Very short hairstyles are not permitted.
- All male students are to present clean-shaven (unless dispensation is given by Head of College on cultural grounds). Sideburns must not be longer than the ear lobe.
- The Head of College reserves the right to determine whether a hairstyle is acceptable. A student may be asked to refrain from attending College until his/her hairstyle is deemed acceptable.

### **Tattoos**

- Tattoos of any type (visible or invisible) are not permitted while a student is enrolled at the College.

### **Jewellery**

- For boys, the only jewellery permitted is a plain watch.
- For girls, the only jewellery permitted is a plain watch and one set of small silver or gold sleepers or studs, worn in the lower part of the ear lobe. No stones or gems are permitted.
- Students are not permitted to wear clear plastic fillers.
- No body piercings/adornments are permitted.

### **Makeup**

- Students are not permitted to wear makeup in College uniform (including clear lip gloss).
- Students who need to wear makeup for medical reasons need to seek written permission from the Head of College.

### **Shoes**

- Dress shoes are black leather lace-up and worn with the dress uniform.

### **Socks**

- Girls' socks are a College formal sock.
- Boys' trouser socks are a College formal sock worn at calf length.
- Boys' shorts socks are a College long formal sock.

### **Trousers/Skirts/Shorts**

- The girls' blouse and skirt are worn every day; the skirt is worn on the waist, below the knee at mid-calf, the blouse is worn resting on the hip and over the skirt. As an option, Girls Navy Trousers are available for all female students in Prep to Year 12.
- The boys' shirt and shorts/trousers are worn every day; trousers are worn on the waist, with black leather embossed college belt, the shirt is worn tucked in. College dress shorts are compulsory for boys in Years 7 to 9 in Terms One and Four and the trousers are worn in Terms Two and Three.
- Shorts for Year 10 students are optional in Terms One and Four.
- Trousers are worn all year for students in Years 11 and 12.

### **Sports/PE Uniforms**

- The dress uniform is worn to and from the College and Senior School Students change into their sports uniform for the sport's lesson then change back into their dress uniform. The sport's uniform is NOT to be worn to and from school by Senior School Students.
- The sports/yard hat is navy bucket with red trim and is worn in accordance to Cancer Council recommendation.
- Sports socks are ankle style College socks.
- Sports shoes should be predominately white running shoes on the Junior Campus. No Fluro shoes are allowed on either Campus.
- The track jacket and pants are to be worn with the sports uniform only.
- Full sports kit (including sports jackets in winter) is to be worn to all TAS sports fixtures.

### **Bags**

- Students to use the College backpack to carry books to and from school. The sports bag is only to be used for TAS sports fixtures.

### **Uniform Infringements**

Please note that a uniform infringement process is in place for students. Students who accumulate three or more uniform infringements within a semester will receive a community service detention at the discretion of the Head of House.

### **Second-Hand Uniforms**

Parents can utilise the St John's Anglican College Second-hand Facebook Group to advertise quality second hand uniform items for sale. This is a private Facebook group, you will need to search for the group in Facebook and request to join, answering the questions to confirm your relationship to the College. For further enquiries please contact the Development Office - [development@sjac.qld.edu.au](mailto:development@sjac.qld.edu.au)

## College House System

There are four houses at St John's Anglican College that are unique to the College and reflect its origins. Each house is allocated a significant colour and Chinese character.



**Braithwaite House** takes its name from Mr John Braithwaite founding member of the Board of Forest Lake College.

House colour – **Red**



**Delbeta House** takes its name from the original developers of the suburb of Forest Lake – Delfin property Group and B+B Australia.

House colour – **Dark Green**



**Bow Qing Tian House** reflects our commitment to Mandarin Chinese. Bow Qing Tian was known as the greatest and wisest judge according to Chinese legend.

House colour – **Light Blue**



**Archerfield House** takes its name from Archerfield Station, which is the land on which Forest Lake is built.

House colour – **Dark Blue**

Students are allocated to a House soon after enrolment. All students in the same family are allocated to the same House where possible. Athletics, Cross Country and Swimming carnivals, as well as competition in cultural areas such as debating, music and service initiatives are examples of events in the College calendar where students have the opportunity to represent their house. Students are notified of their house allocation when purchasing their uniform so that a House badge can be purchased as well as a House shirt for Year 6 Leaders and students in Years 7 to 12.

## Uniform Price List

### SECONDARY

#### BOYS

##### Shirt\*

Sizes 8 -16.....	\$55.00
Sizes 18 -24 .....	\$55.00
Sizes 26 – 36.....	\$60.00
Dress Shorts (compulsory Years 7 to 9, Terms 1 and 4) .....	\$53.00
Trousers* Youth and Men.....	\$67.00
Trousers* Long.....	\$72.00
Leather Belts* .....	\$35.00
Socks* Grey Anklet with logo (worn with the formal trousers).....	\$12.00
Socks* Grey Long (worn with the formal shorts) .....	\$15.00
Sock Garters .....	\$8.00
College Tie* .....	\$30.00
Dress Hat* .....	\$95.00

#### GIRLS

##### Blouse\*

All Sizes.....	\$55.00
Skirt* G6 – W16.....	\$60.00
W18 – W22.....	\$65.00
Long G8 – W12.....	\$65.00
Navy Trouser (optional) .....	\$67.00
Socks* White Dress Sock with Logo .....	\$12.00
Navy Pantyhose Med, Tall, XTall (Winter).....	\$10.00
Tie* Red/ Navy .....	\$35.00
Dress Hat* .....	\$95.00

#### UNISEX ITEMS

##### Blazers\*

75 cms - 85 cms.....	\$245.00
90 cms – 100 cms .....	\$255.00
105 cms – 110 cms .....	\$265.00
115 cms – 125 cms .....	\$285.00
Custom Sizing .....	+20%

Blazer Buttons .....

##### Badge\*

College.....	\$6.00
House .....	\$6.00

Senior Epaulettes .....

##### Jumpers

Sizes 10 -12.....	\$70.00
Sizes 14- 22.....	\$80.00
Sizes 24 -30.....	\$85.00

## ACCESSORIES

School Bags*	
School Bag on Wheels .....	\$130.00
Chiropak .....	\$115.00
Large Backpack .....	\$100.00
Sports Bag (compulsory) .....	\$47.00
Weekend Sport Bag .....	\$70.00
Hat Bands .....	\$15.00
Lab Coat Set (includes safety glasses) (compulsory 7-8).....	\$45.00
DET Set (includes apron & safety glasses) (compulsory 7-8).....	\$35.00
PVC Art Apron (compulsory from Grade 7).....	\$35.00
Navy Apron (one size) .....	\$30.00
Day Bag (Optional) .....	\$25.00

## SPORTS UNIFORM

Sports Polo*	\$55.00
House Polo*	\$55.00
Sports Shorts*	\$35.00
Sports Socks*	\$12.00
Track Jackets .....	\$100.00
Track Pants .....	\$70.00
Yard Hat* .....	\$15.00

## SWIMWEAR\*

Female Swimmers G8 – L20.....	\$55.00 - \$61.00
Female Long Leg Swimmers .....	\$87.00 - \$90.00
Male Swimmers B6 – M20 .....	\$58.00 - \$60.00
Unisex Board Shorts (optional) .....	\$35.00
Rash Shirts (optional) .....	\$55.00

## SPORT TEAM UNIFORMS (sport-specific uniform requirements)

	Volleyball	Cricket	Basketball	Tennis	Netball	Rugby	Hockey	Football	Touch	Athletics
Sports Polo		X						X		
Tas Singlet									X	X
Rugby Shorts						X				
Football Shorts								X		
Basketball Shorts			X							
Sport Shorts	X			X						
Athletics Shorts									X	X
Anklet Sport Socks	X	X	X	X	X				X	X
Long Red Socks						X	X	X		

Basketball Shorts.....	\$28.00
Football Shorts .....	\$35.00
Tas Singlet .....	\$49.00
Rugby Shorts .....	\$40.00
Long Red Socks.....	\$15.00
Touch/Athletics Bike Pants .....	\$38.00
Training Leggings (Optional).....	\$55.00
Girls Tennis Visor.....	\$15.00
Boys Tennis Cap .....	\$20.00
Netball/Touch Visor .....	\$11.00
Shin Pads .....	\$18.00
Mouthguard .....	\$15.00 & \$25.00



## PRIMARY

### BOYS

Short-Sleeved Shirts*	
Size 4 – 14.....	\$58.00
Size 16 – 22.....	\$63.00
Dress Shorts*All Sizes .....	\$48.00
Dress Shorts Longer Leg.....	\$53.00
<b>Trousers for Optional Wear in winter</b>	
Prep to Year 2 - Half Elastic Waist, Double Knee Size 2-10.....	\$55.00
Year 3 – Year 6 Belted - Sizes 60 – 65 cm.....	\$40.00
Belt Compulsory with Trousers (Year 3 and up).....	\$35.00
Knee-High Socks*Compulsory with Shorts .....	\$15.00
Sock Garters .....	\$8.00
Dress Hat* .....	\$95.00

### GIRLS

Dress* Sizes 4 -14.....	\$78.00
Sizes 16 – 20 .....	\$88.00
Girls Blouse (optional).....	\$58.00
Navy Trouser (optional) .....	\$67.00
Socks* White Dress Sock with Logo .....	\$12.00
Tights Navy – Winter Optional.....	\$12.00
Thick Navy Tights – Winter Optional.....	\$15.00
Dress Hat* .....	\$95.00

### UNISEX ITEMS

Badges (compulsory from Year 2 and upwards)	
College.....	\$6.00
House .....	\$6.00
Jumpers	
Size 6 – 12.....	\$70.00
Size 14 .....	\$80.00
Navy Scarf .....	\$10.00
Navy Gloves.....	\$8.00

### SPORTS UNIFORM

Sports Polo* Size 1 and upwards .....	\$55.00
Sports Shorts* Size 2 and upwards .....	\$35.00
Sports Socks* .....	\$12.00
Yard Hat*.....	\$15.00
Junior Track Jacket Size 4 – 16 .....	\$57.00
Junior Track Pants Size 4 –16 .....	\$45.00
House Polo (Year 6 Leaders only).....	\$55.00

**SWIMWEAR\***

Female Swimmers G8 – L20 .....	\$55.00 - \$61.00
Female Long Leg Swimmers .....	\$87.00 - \$90.00
Male Swimmers B6 – M16 .....	\$58.00 - \$60.00
Unisex Board Shorts (optional) .....	\$35.00
College Rash Shirts (optional) .....	\$55.00
College/House Swimming Cap (compulsory Years 3 to 6) .....	\$5.00
Swimming Goggles (optional) .....	\$15.00

**\* College swimwear is compulsory from Years 3 and upwards**

**ACCESSORIES\*****School Bags\***

School Bag (Kindy to Year 3) .....	\$75.00
XSmall School Bag (optional) .....	\$70.00
School Bag on Wheels .....	\$130.00
Chiropak .....	\$115.00
Large Backpack .....	\$100.00
Sports Bag (optional Prep to Year 6) .....	\$47.00
Small Sports Barrel Bag (optional) .....	\$40.00
Message Folder (compulsory Kindy to Year 3) .....	\$25.00
Chair Bag .....	\$27.00
Library Bag (compulsory Kindy to Year 3) .....	\$25.00
St John's Lanyard .....	\$5.00
Red Replacement Dress Bow .....	\$2.00
Hat Inserts .....	\$5.00
Hat Bands .....	\$15.00
Small Folding College Umbrella (Navy or Red) .....	\$18.00
Navy College Rain Jacket .....	\$30.00
Red College Rain Jacket .....	\$30.00
Shin Pads .....	\$18.00
Mouthguard .....	\$15.00 & \$25.00

**HAIR ACCESSORIES**

Clips Navy, Red or White .....	\$5.50
Bow Clip Navy, Red, White or Striped .....	\$6.50
Pony Bow Clip (3) .....	\$8.50
Star Clips (Red/White/Navy) .....	\$8.00
Circle Clip (Red/Navy) .....	\$6.50
Korker Clip (Red/White/Navy) .....	\$9.00
Plastic Headband Navy, Red or White (Narrow) .....	\$5.50
Plastic Headband Navy, Red or White (Wide) .....	\$5.50
Diamond Headband .....	\$7.00
Ponytail Bow (5) .....	\$8.50
Scrunchie Navy, Red or Striped .....	\$8.00
Ponytail Bow Striped Fabric .....	\$11.00
Curly Ribbon Scrunchie Red/White, Navy/White, Navy/Red .....	\$10.50
Satin Pig Tail Bow Navy, Red, White, or Striped .....	\$8.50
Everything Pretty Ponytail Twirl .....	\$5.50
Individual Ribbon Red, White or Navy .....	\$3.00
School Fabric Headband Wide .....	\$12.00
School Fabric Headband Narrow .....	\$10.50

**SUPPORTERS MERCHANDISE**

Supporter Polo .....	\$34.00
Supporter Jackets.....	\$44.50
College Golf Umbrella .....	\$35.00

\*Denotes a Compulsory Item of the Uniform

**All prices are subject to change without notice**

**Goods may be returned for a credit or exchange within 30 days of purchase. Faulty items can be returned within 14 days of purchase where an exchange or repair will be offered at the discretion of the supplier.**



**ST JOHN'S**  
Anglican College

**UNIFORM PACK  
NEW KINDY STUDENTS**

QTY	ITEM	PRICE (ea)	TOTAL
**2	Sports Polo	\$55.00	\$110.00
**2	Sports Shorts	\$35.00	\$70.00
**3	Sports Socks	\$12.00	\$36.00
1	Sports Bucket Hat	\$15.00	\$15.00
<b>MISC ITEMS</b>			
1	School Bag	*\$75.00	\$75.00
1	Message Folder	\$27.00	\$27.00
1	Library Bag	\$27.00	\$27.00
<b>TOTAL</b>			<b>\$360.00</b>
<b>ITEMS AVAIL. FOR WINTER</b>			
	Winter Track Jacket	\$57.00	
	Winter Track Pant	\$45.00	
	Navy Scarf	\$10.00	
	Navy Gloves	\$8.00	

\*\* Extra uniforms advised depending on day's attending Kindy

**\*All prices are subject to change without notice**



**NEW STUDENTS UNIFORM PACK (GIRLS)**  
**YEARS P - 6**

QTY	ITEM	PRICE (ea)	TOTAL
<b>FORMAL</b>			
2	Formal Dress	*\$78.00	\$156.00
3	Formal Socks	\$12.00	\$36.00
1	Dress Hat	\$95.00	\$95.00
1	College Badge (worn everyday 2 - 6)	\$6.00	\$6.00
1	House Badge (worn everyday 2-6)	\$6.00	\$6.00
<b>SPORT</b>			
1	Sport Polo	\$55.00	\$55.00
1	Sport Short	\$35.00	\$35.00
2	Sport Sock	\$12.00	\$24.00
1	Sport Bucket Hat	\$15.00	\$15.00
<b>MISC</b>			
1	School Bag	*\$75.00	\$75.00
<b>TOTAL</b>			<b>\$503.00</b>
<b>EXTRA OPTIONS</b>			
	Sport Polo (long sleeved)	\$65.00	
	Winter Formal Jumper	*\$70.00	
	Winter Vest	*\$42.00	
	Navy Tights (worn with dress)	*\$15.00	
	Girls Formal Blouse	\$58.00	
	Girls Formal Trouser	\$67.00	

\*Price varies depending on size/style



**NEW STUDENTS UNIFORM PACK (BOYS)**  
**YEARS P - 6**

QTY	ITEM	PRICE (ea)	TOTAL
<b>FORMAL</b>			
2	Formal Shirts	\$55.00	\$110.00
2	Formal Shorts	\$48.00	\$96.00
3	Long Grey Sock (compulsory with shorts)	\$15.00	\$45.00
1	Dress Hat	\$95.00	\$95.00
1	College Badge (worn everyday 2 - 6)	\$6.00	\$6.00
1	House Badge (worn everyday 2-6)	\$6.00	\$6.00
<b>SPORT</b>			
1	Sport Polo	\$55.00	\$55.00
1	Sport Short	\$35.00	\$35.00
2	Sport Sock	\$12.00	\$24.00
1	Sport Bucket Hat	\$15.00	\$15.00
<b>MISC</b>			
1	School Bag	*\$75.00	\$75.00
<b>TOTAL</b>			<b>\$562.00</b>
<b>OPTIONAL EXTRA'S</b>			
	Sport Polo (long sleeved)	\$65.00	
	Winter Formal Jumper	*\$70.00	
	Winter Vest	*\$42.00	
	Winter Formal Trousers	*\$55.00	

\*Price varies depending on size/style



**NEW STUDENTS UNIFORM PACK (GIRLS)**  
**YEARS 7 - 12**

QTY	ITEM	PRICE (ea)	TOTAL
<b>FORMAL UNIFORM</b>			
3	Formal Blouse	\$55.00	\$165.00
2	Formal Skirt	*\$60.00	\$120.00
1	Girls Tie	\$35.00	\$35.00
3	Formal Sock	\$12.00	\$36.00
1	Dress Hat	\$95.00	\$95.00
1	Blazer	*\$245.00	\$245.00
1	College Badge	\$6.00	\$6.00
1	House Badge	\$6.00	\$6.00
<b>SPORT UNIFORM</b>			
1	Sport Polo	\$55.00	\$55.00
1	Sport Short	\$35.00	\$35.00
2	Sport Sock	\$12.00	\$24.00
1	Sport Bucket Hat	\$15.00	\$15.00
1	House Polo	\$55.00	\$55.00
<b>MISC</b>			
1	School Bag	*\$100.00	\$100.00
1	Sport Bag	\$47.00	\$47.00
1	DET Pack - Years 7-8 (compulsory)	\$35.00	\$35.00
1	Lab Coat Set - Years 7-10 (compulsory)	\$45.00	\$45.00
1	PVC Art Apron (compulsory from Grade 7)	\$35.00	\$35.00
1	Swimmers -(compulsory all students)	*\$55.00	\$55.00
<b>TOTAL</b>			<b>\$1,209.00</b>
<b>OPTIONAL EXTRA'S</b>			
1	Day Bag	\$25.00	
	Sport Polo (Long Sleeved)	\$65.00	
	Formal Navy Trousers	\$67.00	
	Winter Jumper	*\$80.00	

\*Price varies depending on size/style



**NEW STUDENTS UNIFORM PACK (BOYS)**  
**YEARS 7 - 12**

QTY	ITEM	PRICE (ea)	TOTAL
<b>FORMAL UNIFORM</b>			
3	Formal Shirts	\$55.00	\$165.00
2	Formal Shorts	\$53.00	\$116.00
1	Formal Tie	\$30.00	\$30.00
1	College Belt	\$35.00	\$35.00
3	Long Grey Sock (compulsory with shorts)	\$15.00	\$45.00
1	Dress Hat	\$95.00	\$95.00
1	Blazer	*\$245.00	\$245.00
1	College Badge	\$6.00	\$6.00
1	House Badge	\$6.00	\$6.00
1	Formal Trousers (compulsory terms 2&3)	*\$67.00	\$67.00
1	Grey Anklet Sock (worn with trousers)	\$12.00	\$12.00
<b>SPORT UNIFORM</b>			
1	Sport Polo	\$55.00	\$55.00
1	Sport Short	\$35.00	\$35.00
2	Sport Sock	\$12.00	\$24.00
1	Sport Bucket Hat	\$15.00	\$15.00
1	House Polo	\$55.00	\$55.00
<b>MISC</b>			
1	School Bag	*\$100.00	\$100.00
1	Sport Bag	\$47.00	\$47.00
1	DET Pack - Years 7-8 (compulsory)	\$35.00	\$35.00
1	Lab Coat Set - Years 7-10 (compulsory)	\$45.00	\$45.00
1	PVC Art Apron (compulsory from Grade 7)	\$35.00	\$35.00
1	Swimmers -(compulsory all students)	*\$58.00	\$58.00
<b>TOTAL</b>			<b>\$1,326.00</b>
<b>OPTIONAL EXTRA'S</b>			
1	Day Bag	\$25.00	
	Sport Polo (long sleeved)	\$65.00	
	Extra Formal Trousers (worn terms 2&3)	*\$67.00	
	Extra Grey Anklet Socks	\$12.00	
	Winter Formal Jumper	*\$80.00	

\*Price varies depending on size/style





**ST JOHN'S**  
Anglican College

## UNIFORM CARE GUIDE

Please launder Senior blouses and shirts, Junior dresses and shirts separately for first wash. These items may then be laundered with your normal white wash and whites can be soaked in nappy san if needed. It is not advisable to leave uniforms in the machine for an extended time once the washing cycle has finished.

Senior skirts & trousers and Junior shorts should be washed with similar dark colours in cold water and hung inside out in the shade to prevent fading.

Sports polo's may be washed with either darks or whites. Do not wash with dark colours if you have an item that may run. Ironing of sportswear is not required.

Girls and Boys ties can be washed in a laundry bag.

Please check your purchase thoroughly on receipt of your uniforms. Items that are found to be faulty in any way should be returned to the Uniform Shop immediately. Claims cannot be made on faults after 6 months from collection.

## CARE INSTRUCTIONS FOR FORMAL HATS

To ensure your hat continues to look its best, it is advised to undertake some basic cleaning approximately once a term.

### Girls White Hat:

Soak the hat overnight in nappy-san or laundry detergent. Scrub soiled area gently with a small soft nailbrush or similar. Rinse under cold water and dry in the shade, flat on a towel.

### Boys Grey Hat:

Wipe over with a warm soapy cloth then rinse as above.

If you use your hat badly it will get damaged. Do not use it to carry lunches or any other items. If a Stitch is caught anywhere on the hat please bring it to the uniform shop for a price on repairs. If left the hat will continue to unravel and will not be able to be fixed. This is not a manufacturing issue and is not covered under warranty.



**DO NOT MACHINE WASH, TUMBLE DRY OR PLACE IN DISHWASHER.**



## HOW TO TIE A WINDSOR KNOT

1



Start with the wide end ("W") extending about 30cm below the narrow end ("N") on the left.

2



Cross the wide end over the narrow end.

3



Bring the wide end up through the loop between the collar and your tie.

4



Bring the wide end back down.

5



Pull the wide end under the narrow end and to the right, back through the loop and to the right again, so that the wide end is inside out.

6



Bring the wide end across the front from right to left.

7



Pull the wide end up through the loop again.

8



Bring the wide end down through the knot in front.

9



And – using both hands tighten the knot carefully and draw it up to the collar.

**Congratulations, you did it**

