

SCHOOL UNIFORM

We have now changed the way you order your school uniform. From 2nd September, all orders should be placed direct with our suppliers Stitch Design. Only book bags will be available from school. We do have one or two items left over from our summer order which you can purchase from school while stocks last. We hope that this will be a more convenient way of ordering uniform for you and will alleviate the previous delays experienced over the summer holidays.

How to order your school uniform

- Place and pay for your uniform online via the website of our school uniform providers at www.stitchdesign.co.uk
- You will need to register first using the school's postcode to do so. For our school please use **PR5 4FE**.
- You can place your order at any time, but orders will only go into production twice a month on pre-agreed cut-off dates. For our school these dates are:

12th and 27th of EVERY month

- Delivery should be expected within 15 working days* from the relevant **cut-off** date, so if you miss a date your order will not go into production until the next one.
- If there are any delays Stitch Design will contact you to explain the situation.
- When placing your order you will have two delivery options:
 - Standard Home Delivery – A delivery charge will be added to your order, but you can specify any address for delivery.
 - Collect from School – Delivery is free if you choose this option. **Please let us know if you have chosen this option so we know to expect your order.** (Please note: orders due for collection at the school during school holidays may not be received by us until the school re-opens)
- During most of the year a Standard Home Delivery will not be quicker than the free school collection, however you may find it more convenient. Importantly **during a holiday period the Standard Home Delivery may be the only way you can receive uniform before the school re-opens.**
- If you have not received your order within 15 working days*, or you have any other problems please check the Help & Support page of the Stitch Design website for further instructions as to what action to take.



**Working days are defined as Monday to Friday, excluding Bank Holidays.*