

UNIFORMITY Clothing Ltd

Established 1985

22-26 Handbridge, Chester CH4 7JE
Tel: 01244 680187 Fax: 01244 680797 Email: sales@uniformityclothing.co.uk

Dear Parent / Guardian,

How to Purchase Your School Uniform

You can purchase your uniform from either:

Our shop, which is based at 22 – 26 Handbridge, Chester, CH4 7JE


The uniform will be stocked at the shop all year round, embroidered and ready for you to take away as and when you call.

Our opening times are:

- 8.30am to 4.45pm on Monday to Thursday
- 8.30am to 4.15pm on Friday
- We will also be open on the following Saturdays during the Summer holidays:
8th, 15th, 22nd, 29th August & 5th September 2020. Opening hours will be 9am to 4pm.

Should you find that you are unable to make any of these opening times, you can order online.

Below is a simple guide to using our website:

1. Visit www.uniformityschools.com
2. Select the **Online Shop** located just underneath our logo.
3. Pick **Upton by Chester High School** from the list of schools shown or click on the School's logo.
4. Click on either **Schoolwear** or **PE Kit**, depending on the uniform you require.
This will bring the options as per the school policy.
5. Once one of the above is selected, the system will bring up the available garments to buy, choose the relevant items you wish to purchase, then select the size required and quantity and **add to the Cart**.
6. To view your cart, select this,  which can be found in the banner header at the top right of the page in the opposite corner to our telephone number.
7. Then choose a shipping option (located on the right-hand side of the screen) either collect from school (term time only), collect from shop or deliver to home address.
8. When your order is complete, click on the bar 'proceed to checkout'
9. At check out, if a returning customer, simply login using user name and password.
If you are not an existing customer, you can continue as a new customer
10. Then proceed to Checkout where you will need to complete all the required details and the payment information. **Please ensure the child's full name is given.**
11. Once you have pressed submit, a confirmation email will be sent to the address provided.

Delivery Options

The following options are available:

- **Collect from shop** – When collecting from our shop, please allow 2 working days. You will then receive a phone call to confirm that your order is ready for collection.
- **Delivery to home address (a small charge will be applied)** – please allow at least 3 working days.
- **Delivery to school** – Orders are delivered to school every Tuesday (term time only) – please make sure you place your order by noon the previous Friday for the following weeks delivery.

Returns Policy

All goods can be refunded or exchanged provided they have not been worn, washed or the tags removed. We will issue a full refund or exchange the garment once we have received the garments back and they have been inspected.

Contacting us

To contact our shop: Phone 01244 566486
 Email shop@uniformityclothing.co.uk
 Fax 01244 680797

We look forward to seeing you soon

Terry Pace
Managing Director
Uniformity Clothing Ltd