



12 February 2025

Dear Families,

### Second Hand Uniform

We have been reviewing how we sell second hand uniform and are excited to announce that from the start of the summer term, we will have our very own second hand uniform shop in the Club House. We would like to open the shop weekly, at PCTCs and the Christmas Fair, but this will depend on your help! If you are interested in helping out by opening the shop for a short time on an occasional basis, please email Claire Trower, our Second Hand Uniform Shop Co-ordinator, via [ptastamfordgreen@gmail.com](mailto:ptastamfordgreen@gmail.com) to find out more.

This will mean a few changes to how we collect, store and sell second hand uniform. As we now have a dedicated storage area, from Monday 31 March we will be able to accept regular donations of second hand uniform in the school office. Please drop off your donations at any time, however, please note the items that we can and cannot accept below.

Yes Please ✓	No Thank You ✗
Uniform items with the school logo ✓	Book bags ✗
PE items with the school logo ✓	Rucksacks ✗
Fleeces with the school logo ✓	Underwear ✗
Grey Trousers, shorts and skirts ✓	Tights / Socks ✗
Pinafore dresses ✓	Shoes / Trainers ✗
Summer dresses ✓	Coats ✗
PE Jogging Bottoms / PE shorts ✓	Anything that is torn or stained ✗

Please help us by only donating clean items in good condition which are on the 'Yes Please' list.

### Uniform Sale on Friday 14 February 2025

The uniform sale will take place as scheduled on Friday 14 February but will be in the Club House at 8.30am and 3.05pm. Please make your way to the South Gate to visit the sale.

If you wish to visit the sale from the West Gate, please speak to a member of staff at the Lower West Gate at drop off or pick up time and they will be happy to escort you through the Reception outdoor area to the East Gate. A member of staff will also escort you back to the West Gate when you are ready to leave.

Kind regards,

Mrs Joanna Lee  
School Business Leader