



### Second Hand Uniform Sales Form

Prep School second hand uniform will be limited to: kilts, pinafores and blazers.

Senior School second hand uniform will be limited to: kilts and tweed jackets.

<b>Name of Pupil</b>	
<b>Item Purchased</b>	
<b>Size of Item</b>	
<b>Condition of Item</b>	
<b>Item Code</b>	

**I the undersigned acknowledge** that while all care is taken, no responsibility is accepted by Brown of Sedbergh, Sedbergh School or Casterton Sedbergh Preparatory School for loss or damage to any items purchased through the second hand uniform sales system.

Signed \_\_\_\_\_



### Second Hand Uniform Donation Form

Prep School second hand uniform will be limited to: kilts, pinafores and blazers.

Senior School second hand uniform will be limited to: kilts and tweed jackets.

<b>Name of Pupil</b>	
<b>Item Donated</b>	
<b>Size of Item</b>	
<b>Condition of Item</b>	
<b>Item Code Allocated</b>	

**I the undersigned acknowledge** that while all care is taken, no responsibility is accepted by Brown of Sedbergh, Sedbergh School or Casterton Sedbergh Preparatory School for loss or damage to any items handled through the second hand uniform sales system.

Signed \_\_\_\_\_



## **Second Hand Uniform Policy**

1. 'Brown of Sedbergh', the school outfitters for Sedbergh School and Casterton Sedbergh Preparatory School is located at 38-40 Main Street, Sedbergh, Cumbria LA10 5BL.
2. 'Brown of Sedbergh' will provide a point of sale for second hand uniform items on behalf of current and former parents of both schools.
3. 'Brown of Sedbergh' reserves the right to accept or reject items for sale based on the stated criteria to ensure an appropriate standard of quality for uniforms is maintained.
4. **Items considered suitable for sale:**
  - Must be part of the official (current) school uniform.
  - Must not be stained or damaged garments will not be accepted (including ink, paint, liquid paper, dirt, rips, tears, etc.)
  - Must not be threadbare or frayed.
  - Must not be faded in colour.
  - Please remove name labels.
  - Items should be dry-cleaned and in excellent condition.
5. Prep School second hand uniform will include: kilts (£20), pinafores (£16) and blazers (£20).
6. Senior School second hand uniform will include: kilts (£25) and tweed jackets (£60).

**Brown of Sedbergh reserves the right to reject items considered unsuitable.**

## **Process**

1. Please complete the second hand uniform sales form (available from Brown of Sedbergh and the School website), individually listing each garment.
2. Garments are accepted 'for sale' for a period of one year.
3. Garments are donated.
4. All proceeds raised from the sale of a garment will be donated to Sedbergh School and Casterton Sedbergh Preparatory School via the charitable foundation for bursaries.

5. The second hand uniform sales form must be signed to authorise 'Brown of Sedbergh' to dispose of/or donate to charity garments that have not sold within 12 months.
6. All second hand items are held at the risk of the owner of the clothing. While all care is taken no responsibility is accepted by Brown of Sedbergh, Sedbergh School or Casterton Sedbergh Preparatory School for loss or damage to any items.

**Sedbergh School and Casterton Sedbergh Preparatory School strictly prohibits sales / trading of second hand uniform outside 'Brown of Sedbergh'.**

With kindest regards,

Brown of Sedbergh.