

## Ordering School Uniform on-line

We have set up a link with our school uniform supplier so that you can order uniform on line as and when you need it.

You can **access the website** via the school website [www.shincliffe.durham.sch.uk](http://www.shincliffe.durham.sch.uk). The link that you require is in the *Parents Information* section under *School Uniform*. Alternatively go straight to the supplier's website **www.totstoteams.com**.

All of the information you need to place an order is on the website. There are pictures of everything to help with your choices as well as price and size information. To find Shincliffe C.of E. (Controlled) Primary School on the supplier's website click on the 'click here to find your school' section and then either use the alphabet at the top of the page as a shortcut or scroll down the list – we are towards the bottom of the page.

Please remember that **House T-shirt** and **sweatshirt** colours are as follows:

**Yellow (gold on website) – Aidan**

**Blue (royal on website) – Bede**

**Red (red on website) – Cuthbert**

**Green (emerald on website) - Godric**

Items are, in the main, cheaper online however there is a delivery charge (typically £3.50) for home deliveries.

**Deliveries to your home address** - please note that the courier used will require a signature on delivery otherwise the item will not be delivered. You will receive an e-mail notifying of when the delivery will be made so that you can make appropriate arrangements.

**Deliveries to school** are free if you are able to wait 2 – 4 weeks for a delivery.

**Collecting from the shop** - You can collect from the shop however you **MUST** wait until you receive an e-mail stating that the item is ready to avoid an unnecessary journey.

Please be aware that Summer holiday orders may take 4 weeks to be ready due to high demand.

The **terms and conditions** are stated on the website regarding dispatch, refunds and returns.

Please provide us with **feedback** if you use the internet ordering system as we would really like to know how you get on and if there is anything we might be able to do to make things easier.

Just as a reminder, school uniform is navy sweatshirt or cardigan, grey trousers, grey shorts grey or navy skirt/pinafore, blue gingham dress, white polo shirt, dark plain school shoes. KS1 children require a school book bag.