PARENTS – COULD YOU ***PLEASE:***

1. Ensure ***all clothing and all personal items*** are in good repair and marked clearly with woven name tapes and/or the pupils' number. Vinehall School cannot be held responsible for unmarked items going missing. Please ***do not*** use the iron-on name tapes – they come off!

2. Sew STRONG loops (thick tape or elastic) onto ***all items*** indicated 'Loop' on the uniform list. Please see diagram as to where the name tapes should be sewn.

3. Ensure that boots and shoes are **very clearly marked** with the child's school number. Gym shoes, trainers, Wellington boots and football/hockey/rugby boots should be marked with the pupil number, in permanent black or silver ink, on the outside with the name on the inside.

4. Engrave your child's pen, watch, etc with the pupil number. Pencil case equipment should also be clearly named.

5. Girls are expected to have skirt lengths to the knee, no more, no less please! Please resist the temptation to purchase 'fashion' shoes for your daughter.

6. Please ensure that your daughter has neat hair. If her hair is long she will be required to have it tied back for school. Hair dye is strictly not allowed. Weekly checks for head lice are essential!

7. Girls may have one pair of small, plain silver or gold stud earrings and a crucifix and chain. Other jewellery is not allowed. Jewellery ***must*** be removed before any sports activities.

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SCHOOL SHOP

The school shop is open on:	**Monday & Friday**	**0800 - 0900**
	Wednesday	**1500 – 1630**

During the holidays the shop is open at specified times which are notified in 'Vinelines' on our website www.vinehallschool.com . New parents should telephone Mrs Root (number below) to arrange an appointment before the start of their child's first term.

Uniform may be purchased from: The Vinehall School Shop, Mrs Liz Root, Manager, 01580 881597 (please leave a message if no reply) or on-line www.simmonds-ltd.com.

Second Hand Uniform: the school holds a limited quantity of second hand uniform which may be purchased from Matron. The best time to view 2nd hand uniform is at 8.30am on Tuesday or Friday During the holidays you will need to contact matron to arrange a suitable time. You should contact Matron direct on 01580 883096 or email: matrons@vinehallschool.com. *Items purchased from the second hand shop will be billed to your account*