



**The Manor**  
Preparatory School

## **To All Parents**

Friday 10 July

Dear Parents

### **Purchases from SHUS and making donations this Summer**

Due to the current coronavirus situation, sadly we are not able to run SHUS sales or appointments. However, a plan has been put in place for parents to make both donations and purchases throughout the Summer.

We are now accepting donations of the new uniform. Please no former uniform such as pink t-shirts, old tartan skirts, old style tracksuits, just to name a few, thank you. A donation box can be found outside the Manor House by the side gate. Please can we ask that all donations are made before 31 July. This deadline will then give the SHUS volunteers time to stock-take the items that will be available to purchase. Any donations received after the 31 July deadline will still be accepted but will not be made available for sale until after the start of the Autumn Term.

Once the stock-take is complete, we will email parents a list of which items are available to purchase with instructions on how to place an order, including a deadline. Orders will be fulfilled on a first-come, first-served basis. SHUS purchases will then be available to collect from the School Office w/c 24 August.

When placing an order, please ensure you know your child's correct measurements. Again, owing to the current situation, unfortunately items cannot be tried on before purchase and refunds/exchanges cannot be made. We appreciate your cooperation with this.

A little reminder when donating unwanted uniform, please be sure to attach a SHUS tag to each item, using a safety pin or string. Tags can be found on page 2 of this letter. Please complete one tag per item, leaving the cost blank. Please also remove by blacking out or destroying any old name tapes within the garment. If any uniform comes in without SHUS tags, we will assume that this has been donated to the school. More information can be found on the [SHUS section of the Manor website](#).

We hope that normal sales will be able to resume in the near future. Please keep an eye on the Weekly Mailing and Manor Messages for updates.

Best wishes

Kerry Arnold and the SHUS Team

**MANOR PREPARATORY SCHOOL**  
**Second Hand Uniform Shop (SHUS)**

**Please complete in full apart from the price**

Parent's Title and Surname.....  
Address.....  
.....Tel, .....  
Child's Form (    ) Date handed in:.....  
Description of article: .....  
.....£.....  
Chest: .....Length: ..... Waist: ..... Age Range:.....

PLEASE REMOVE OLD NAME LABELS!

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