



## UNIFORMITY CORONAVIRUS STATEMENT

### 18/05/2020

We are completing our preparations and implementation of 'BACK TO SCHOOL 2020'. The safety and well-being of our customers and employees remaining our highest priority.

These measures will be ready for our staff to start returning to work. Our first step will be to work through all online orders that are currently on our system.

As we wait for guidance from our Government, the best way we can keep you up to date is through our email database. Through this we can update you with the latest protocol updates. 🚀 **Help us help YOU stay updated**  
We have been in contact with our suppliers and they have assured us that all orders are being processed. Due to the Government restrictions there will be delays on certain products. We are working together to get these products delivered into us as soon as possible.

Your children's safety and easy transition back into school is paramount to us so we will offer a range of Self care products. Keep an eye on our website for these over the next few weeks.

In summary we would like to confirm:

- ✓ You can place orders for all products.
- ✓ **We recommend ordering through our website as this will be the most efficient and safest way for us to process your orders.**
- ✓ **Size charts** are available for all products to ensure you order the correct size for your child. Our Measuring Guide attached, and on our website, will assist you. If you have any queries you can email us at [info@uniformity.ie](mailto:info@uniformity.ie) or call us on 01 2300501.
- ✓ We may not have everything available, but you can **pre-order** and we will reserve your products for you. We will get your uniform to you before the schools reopen in September.
- ✓ We will have a **Click & Collect** service available from the 25th of May. In order to adhere to social distancing protocols, orders will need to be collected at your chosen time. Our new **Curb Side Service** will be up and running soon so you can stay safely in your car and your order will be put in your boot or passed to you.
- ✓ **Returns and Exchanges** will have a longer period of processing during this period. Products can be returned to us by post or can be dropped to our outdoor Express Returns and Exchange Point in Sandyford from May 25th. For exchanges we will contact you to let you know when your product is ready for collection.
- ✓ We plan to **reopen our showroom in Sandyford on the 8th of June**. We will follow best practice procedures to ensure the safety of both our staff and customers. There will be queueing systems in place which could cause delays and we ask for your patience.
- ✓ To get the most up to date and accurate information sign up with your email address. We will keep you informed of reopening dates, pre-ordering products and safety protocols. 🚀 **Help us help YOU stay updated**

As a local Irish business, we cannot thank you enough for the overwhelming support during this crisis. Now it is our job to roll up our sleeves and get ready for BACK TO SCHOOL 2020.

We realise the road to recovery will not be easy, but rest assured we are here to help. Please do not hesitate to get in touch with us, we would love to hear from you.

Kind regards,  
The Uniformity Team

## BACK TO SCHOOL 2020 CODE OF PRACTICE

The most efficient and safest way to buy your uniforms this summer will be online  
@ [www.uniformity.ie](http://www.uniformity.ie).

For you to help us and us to help you register your email address online so we can communicate with you. Most importantly we will be looking to improve our processes as we go through the summer so please free to give us your feedback at anytime to [info@uniformity.ie](mailto:info@uniformity.ie).

### Online ordering

 <b>STEP 1</b> Measure your child using the measuring guide enclosed, then use the size chart to find out their clothing and shoe size	 <b>STEP 2</b> Remember to have a list of the school's requirements to hand-our school uniform checklist attached will come in handy for this	 <b>STEP 3</b> Allow for growth, for example when buying shirts make sure you can fit two fingers inside the fastened collar	 <b>STEP 4</b> We are here for you so please ask for advice, our friendly and trained staff will do thier best to assist you. Call us on 01 2300501 or email us at <a href="mailto:info@uniformity.ie">info@uniformity.ie</a>	 <b>STEP 5</b> Choose for your order to be delivered straight to your door Or Choose our Click & Collect facility and you can pick up your order from our store at our outdoor Collection Point
---	--	---	--	--

### Coming to us in Sandyford – from 8th June

 <b>STEP 1</b> Measure your child beforehand using the Measuring Guide, then use the size chart to find out their clothing and shoe size	 <b>STEP 2</b> Do your homework! Know what you need, use our uniform checklist and mark in the sizes and quantities required	 <b>STEP 3</b> Don't forget your checklist, bring it with you	 <b>STEP 4</b> On arrival you will be met by a member of our team who will personally look after you and ensure you get everything you need	 <b>STEP 5</b> Social Distancing rules will be in place so there will be a wait time. If possible we ask you to bring one child in at a time. We will do our best to make your visit as quick and easy as possible
---	---	--	---	---

As part of Click and Collect we will have a Curb Side Service where you can pull into the car park and a member of our team will pass your order directly into your car. This will be for Click and Collect orders and pre-organised exchanges.

### Returns and Exchanges

If you need to return an item, you can :

1. Post it back to us.
2. Drop it back to our outdoor Express Return/Exchange Point in Sandyford.
3. Visit [DPD.ie/returns](http://DPD.ie/returns) and drop your package to a local DPD Collection.

If you need to exchange an item you can:

1. Post it back to us and we will exchange it for the item you would like.
2. Email us at [info@uniformity.ie](mailto:info@uniformity.ie) and let us know the item you would like and we will contact you to let you know when you can make the exchange at our outdoor Express Return/Exchange Point.

Please note, the returns will have a longer period of processing at this time, circa 48 hours.

➔ **Help us help YOU stay updated** by signing up online so we can keep you updated on how we can serve you this summer. (You can opt out at anytime)

# UNIFORMITY



SCHOOL



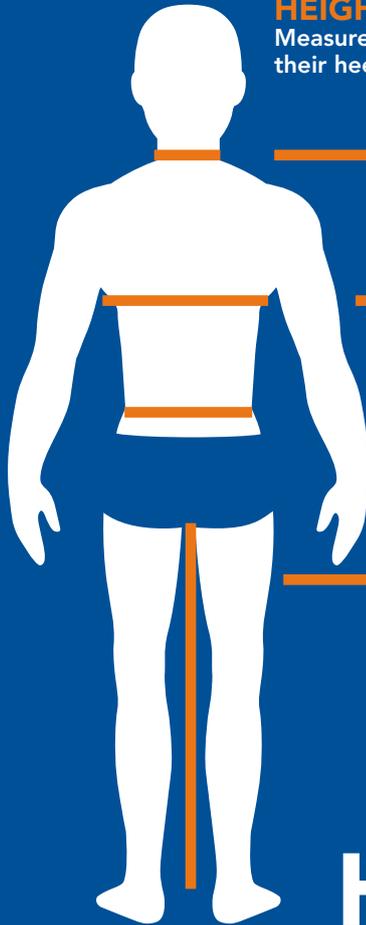
SPORT



WORK



PLAY



## HEIGHT

Measure from the top of the head down to the ground - make sure the child is barefoot with their heels together and feet flat on the floor

## COLLAR

Place the tape measure around the base of the neck where the collar usually sits, again taking care not to pull the tape too tightly as it is important to have a little extra room around the neck.

## CHEST

Take the tape through the arms and around the fullest part of the chest.

## WAIST

Place the tape measure around the natural waistline, taking care not to pull it too tightly

## INSIDE LEG

Measure with shoes on to approximately 5cm above the ground.

# HOW TO FIT BOYS SCHOOL UNIFORMS

When measuring for uniform remember to measure in inches.

All of our uniforms are measured in inches, this guide will help you select the correct sizes you require.

We would recommend buying one size bigger for pullovers and jackets, this will give comfort and longevity to your purchases.

## BOYS SIZE GUIDE MEASURED IN INCHES

AGE	3 - 4	5 - 6	7 - 8	9 - 10	11 - 12	13 - 14	15 - 16	17+	17+	17+	17+
WAIST	18	20	22	24	26	28	30	32	34	36	38
COLLAR	11"	11.5"	12"	12.5"	13" - 13.5"	14" - 14.5"	15" - 15.5"	16	16.5	17	17.5
CHEST	24	26	28	30	32	34	36	38	40	42	44
MENS SIZE	6XS	5XS	4XS	3XS	2XS	XS	S	M	L	XL	2XL

# UNIFORMITY



SCHOOL



SPORT



WORK



PLAY

## HOW TO FIT A PULLOVER

PULLOVER SIZES MEASURED IN INCHES AROUND THE CHEST

AGE	3 - 4	5 - 6	7 - 8	9 - 10	11 - 12	13 - 14	15 - 16	17+
CHEST	24	26	28	30	32	30 - 31 (34)	31 - 32 (36)	38



1. The bottom of the pullover should overlap at your waist (at a minimum) or fall just below it.
2. The shoulder seam should sit directly at the top where your shoulder bone ends.
3. The sleeves should end a half inch before the bottom of the thumb if worn with a shirt underneath.
4. The body should fit comfortably with a little extra material; if it rolls or billows by the bottom it is too large, and likewise if the seams of your shirt show through it is too tight.

### CARE TIPS

Store pullovers neatly folded rather than hanging to prevent it from stretching. Wash your pullover according to the instructions on the label –wash inside out at a low heat, do not use fabric softener and do not tumble dry.

## HOW TO FIT A SHIRT

SHIRT SIZES MEASURED IN INCHES AROUND THE COLLAR

AGE	3 - 4	5 - 6	7 - 8	9 - 10	11 - 12	13 - 14	15 - 16	17+
COLLAR	11"	11.5"	12"	12.5"	13" - 13.5"	14" - 14.5"	15" - 15.5"	16" - 17.5"



1. Check the shoulder seams first. They should rest at the edge of your shoulders. Not on top, and not over them.
2. Check the buttons. Are the buttons pulling at the fabric to try and reach each other? Is the fabric of your shirt coming apart between the buttons?
3. Put two fingers between your neck and your collar. If you can't fit two, the collar is too tight. If you can fit more than two, your collar's too large.
4. Hold up your left arm and pinch the fabric together at your sides. You should be able to pinch around 2-3 inches. Any more than that, and it's too large. Any less and it's too tight.
5. Check where your sleeves end when you let your arms hang by your sides. Sleeves should end by your thumb dimple.

# UNIFORMITY



SCHOOL



SPORT



WORK



PLAY

## HOW TO FIT TROUSERS

TROUSER SIZES MEASURED IN INCHES AROUND THE WAIST

AGE	3 - 4	5 - 6	7 - 8	9 - 10	11 - 12	13 - 14	15 - 16	17+		
WAIST	18	20	22	24	26	28	30	32	34	36

TROUSER LENGTH MEASURED IN INCHES FROM THE INSIDE LEG

INSIDE LEG LENGTH	27	29	30	32	34
LENGTH DESCRIPTION	Youth Regular	Youth Long	Men's Short	Men's Regular	Men's Long



1. Waistband sits at or just below the navel, is neither tight nor loose.
2. Rise is long enough to accommodate proper waistband placement.
3. The bottoms touch the shoes but don't puddle (slight break)
4. No pulling across crotch or seat



Too Tight

Just Right

Too Loose

Too Tight

Just Right

Too Loose

# UNIFORMITY



SCHOOL



SPORT



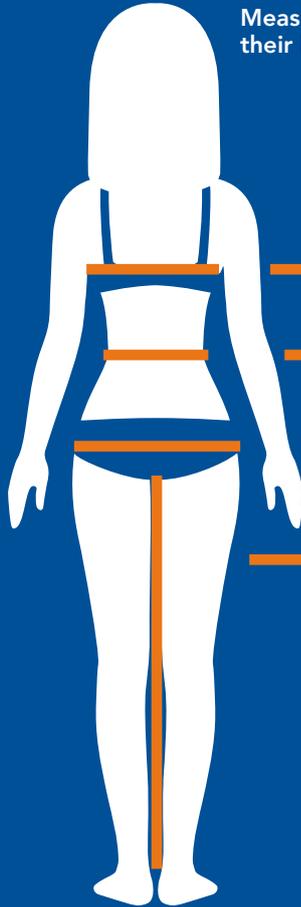
WORK



PLAY

## HEIGHT

Measure from the top of the head down to the ground - make sure the child is barefoot with their heels together and feet flat on the floor



## CHEST

Take the tape through the arms and around the fullest part of the chest.

## WAIST

Place the tape measure around the natural waistline, taking care not to pull it too tightly.

## HIPS

Place the tape measure around the fullest part of the bottom.

## INSIDE LEG

Measure with shoes on to approximately 5cm above the ground.

# HOW TO FIT GIRLS SCHOOL UNIFORMS

When measuring for uniform remember to measure in inches.

All of our uniforms are measured in inches, this guide will help you select the correct sizes you require.

We would recommend buying one size bigger for pullovers, skirts and jackets, this will give comfort and longevity to your purchase. All of our skirts can be adjusted to size inside the waistband.

## GIRLS SIZE GUIDE MEASURED IN INCHES

AGE	3 - 4	5 - 6	7 - 8	9 - 10	11 - 12	13 - 14	15 - 16	17+	17+	17+	17+
WAIST	18	20	22	24	26	28	30	32	34	36	38
CHEST	24	26	28	30	32	34	36	38	40	42	44
SIZE	5XS	4XS	3XS	2XS	XS	S	M	L	XL	2XL	3XL
LADIES SIZE				4	6	8	10	12	14	16	18

# UNIFORMITY



SCHOOL



SPORT



WORK



PLAY

## HOW TO FIT A PULLOVER

PULLOVER SIZES MEASURED IN INCHES AROUND THE CHEST

AGE	3 - 4	5 - 6	7 - 8	9 - 10	11 - 12	13 - 14	15 - 16	17+
CHEST	24	26	28	30	32	30 - 31 (34)	31 - 32 (36)	38



1. The bottom of the pullover should overlap at your waist (at a minimum) or fall just below it.
2. The shoulder seam should sit directly at the top where your shoulder bone ends.
3. The sleeves should end a half inch before the bottom of the thumb if worn with a shirt underneath.
4. The body should fit comfortably with a little extra material; if it rolls or billows by the bottom it is too large, and likewise if the seams of your shirt show through it is too tight.

### CARE TIPS

Store pullovers neatly folded rather than hanging to prevent it from stretching. Wash your pullover according to the instructions on the label –wash inside out at a low heat, do not use fabric softener and do not tumble dry.

## HOW TO FIT A BLOUSE

BLOUSE SIZES MEASURED IN INCHES AROUND THE CHEST

AGE	3 - 4	5 - 6	7 - 8	9 - 10	11 - 12	13 - 14	15 - 16	17+		
CHEST	24	26	28	30	32	34	36	38	40	42



1. Check the shoulder seams first. They should rest at the edge of your shoulders. Not on top, and not over them.
2. Check the buttons. Are the buttons pulling at the fabric to try and reach each other? Is the fabric of your shirt coming apart between the buttons?
3. If you are wearing a hard collar shirt put two fingers between your neck and your collar. If you can't fit two, the collar is too tight. If you can fit more than two, your collar's too large. If you have a revere collar as pictured this should sit flat against the chest with no pulling or tension. A revere blouse is worn without a tie and a hard collar blouse is worn with a tie.

4. Hold up your left arm and pinch the fabric together at your sides You should be able to pinch around 2-3 inches. Any more than that, and it's too large. Any less and it's too tight.

5. Check where your sleeves end when you let your arms hang by your sides. Sleeves should end by your thumb dimple.

# UNIFORMITY



SCHOOL



SPORT



WORK



PLAY

## HOW TO FIT A SKIRT

SKIRT SIZES MEASURED IN INCHES AROUND THE WAIST

AGE	3 - 4	5 - 6	7 - 8	9 - 10	11 - 12	13 - 14	15 - 16	17+		
WAIST	18	20	22	24	26	28	30	32	34	36



sizing

All of our skirts come with an elasticated band inside the waist which can be adjusted to fit.

The waistband should sit flat. A skirt waistband should sit at your natural waist, where your torso is narrowest. It should stay put without too much sliding around, but sliding is preferable as it allows the body to move comfortably. There should be enough room to allow two fingers to slide around the waist.

Minimal pulling in front. The skirt should fall straight down from the waist with no pulling. If the skirt pulls constantly or creates lines from hip to hip, it is too tight, if the skirt falls from the waist onto the hips it is too big.

The skirt should follow your body shape. A skirt that fits properly should skim your body without creating any lumps or bumps in the fabric.

## HOW TO FIT SCHOOL SHOES

### SHOE SIZES

#### JUNIOR SHOE SIZES

<b>EU SIZE</b>	24	25	26	27	28	29	30	31	32	33	34	34	36	37	38	39	40	41
<b>US SIZE</b>	8	8.5	9	10	10.5	11	12	13	1	2	3	3.5	4	5	5.5	6	6.5	7
<b>UK SIZE</b>	7	7.5	8.5	9	10	11	11.5	12.5	13	1	1.5	2.5	3	4	5	6	6.5	7
<b>CM SIZE</b>	15,00	15,70	16,40	17,00	17,70	18,40	19,00	19,70	20,40	21,00	21,70	22,40	23,00	23,70	24,40	25,00	25,70	26,40

#### GIRLS SHOE SIZES

<b>EU SIZE</b>	34	34.5	35	35.5	36	36.5	37	37.5	38	38.5	39	39.5	40	40.5
<b>US SIZE</b>	4	4.5	5	5.5	6	6.5	7	7.5	8	8.5	9	9.5	10	10.3
<b>UK SIZE</b>	1.5	2	2.5	2.75	3	3.5	4	4.5	5	5.5	6	6.5	7	7.3
<b>CM SIZE</b>	22,00	22,40	22,70	23,00	23,40	23,70	24,00	24,40	24,70	25,00	25,40	25,70	26,00	26,40

#### BOYS SHOE SIZES

<b>EU SIZE</b>	39	40	41	41.5	42	42.5	43	43.5	44	45	46	47
<b>US SIZE</b>	6	7	8	8.5	9	9.5	10	10.5	11	12	12.5	13
<b>UK SIZE</b>	6	6.5	7	7.5	8	8.5	9	9.5	10	10.5	11	12
<b>CM SIZE</b>	25,10	25,70	26,30	26,60	27,00	27,30	27,70	28,00	28,40	29,10	29,80	30,40



The best time to measure your feet is at the end of the day when your feet are largest. Most of us have one foot that is larger than the other, so fit your shoe to your larger foot.

Place your bare foot on a sheet of paper, with the heel resting against the wall. Draw a line in front of the longest toe and measure the distance in cm between the end of the sheet and the line.

#### WHEN YOU HAVE YOUR SHOES

Make sure there is enough space (1/2") for the longest toe at the end of each shoe when standing up. Alternatively push the foot to the front of the shoe and there should be 1/2 inch room (ring finger space) between the heel and the shoe. Make sure the ball of the foot fits comfortably into the widest part of the shoe. The heel should fit comfortably in the shoe with a minimum amount of slipping, the shoes should not ride up and down on the heel walking. When walking in the shoes to make sure they fit and feel right.

#### CARE

Dirt should be removed using a soft cloth or a brush. In the event of stubborn dirt, use a foaming cleaning product that can be applied to a cloth and then used on the shoe. Once dry, treating the shoe with a water-proofing spray will ensure it is protected against dirt and water. Leather can also be treated with shoe polish from a tube or tin to rehydrate the leather.