



Aylesbury High School Uniform Shop
 Walton Road, Aylesbury, Bucks HP21 7SX
 Tel: (01296) 388222
 Email: uniform@ahs.bucks.sch.uk

BOX NO:

RETURNS FOR EXCHANGE FORM

(Please fill out and ensure you put a bag with your items for exchange)

PLEASE PRINT

Student's Name	Tutor Group
Parent's/Guardian's Name	
Tel (home)	Tel (daytime)
Email address	

Items	If returning this Item please state 'YES'	Quantity?	Returned Item Size ?	Item to be Exchanged to Size?
School Fitted Suit Jacket				
School Suit Skirt*				
School Trousers				
Long-sleeved Blouse (twin pack)				
Short-sleeved Blouse (twin pack)				
Knitted V-Neck Jumper				
Hoodie				
Short Sleeve Training Top				
Leggings				
Training Shorts				
Coolmax Socks				
Skort				
Training Pant				

For exchanged uniform items sizing purposes please refer to options on the Uniform Brochure link on the school's website or view on the AHS online shop items drop down menu.

** For Suit Skirts, state nearest waist **and** length in inches. Please note Suit Skirts need to reach within **5cm** of the centre of your daughter's knee*

Please keep this form for your information

Process for Returns for Exchange:

IMPORTANT

* Due to current Covid19 precautionary protective measure are being put in place. Items on return will be quarantined for at least 3 days. It may be that we cannot exchange your items before the summer holidays, but we will do our best. This will depend on supplies of uniform we have in stock. Most of our uniform items are in stock. However, few are unavailable at present as the manufacturing has been slowed down with distancing measures taking place. We can only do our best in the current situation. It may be that your daughter will not have all her ordered items but these will follow as soon as they are available.

- Items to be exchanged **MUST** be returned in just one transparent plastic bag to the school reception.
- Please bring boxed exchange items in **as soon as possible** to allow for additional quarantine time.
- Except for the twin blouse pack, **uniform/PE kit items should be returned with their plastic packaging removed.**
- **Please ensure you fill out this returns for exchange form and place it so it is visible in the transparent plastic bag with the items for exchange.**
- The correct '**Day and Date of Return**' must on the returns form.
- When your exchange is **ready for collection** Mrs Wanstall will send you an e-mail when your daughter can collect her items.

NB: Please satisfy yourself that all garments are the correct size before "naming" them. All garments being returned for exchanged must be in a saleable condition, ie totally unmarked, unaltered, labels not removed.