

PROCEDURE FOR UNIFORM PURCHASE

As per Lord Milner School web site www.lordmilner.co.za

1. School uniform shop hours: Monday – Friday 08H00 to 12h30
(Closed during School holidays)
2. Obtain price list (order form) from web site or request via email, schoolshop@lordmilner.co.za
3. Send order or detailed email together with proof of payment to schoolshop@lordmilner.co.za
4. Do not send proof of payments or orders to teacher's cell phones.
5. Once order and payment has been verified, the child will be called to the shop for fitting and collection **the very next day.**
6. **ALWAYS** use child's **name, surname** and **grade** as reference when making a deposit or transfer.
7. We also accept cash if you wish to come in personally or send same with child.
8. Telephone correspondence (WHATS APP ONLY) should only be used as a very last resort, as network reception is very weak in the shop and NO network at all during load shedding, which causes frustration. **Always use email as method of correspondence.**
9. Bank details differ from the school's main account and are available on the order form as well as web site. www.lordmilner.co.za
10. Make sure that your child's clothing is marked.
11. The School shop do not have CARD facilities (EFT or Cash only)