

Uniform Sub-committee

Report Date

Tuesday 6 June 2023

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The purpose of this report is to provide an update on the following:

- Financial performance
- Sports Skorts update
- NSW vouchers
- Stock levels
- Volunteering
- Shopify performance

Summary Term 2:

Financial performance:

The financial performance of the uniform shop for the Year-to-Date May was sent to the executive staff, focusing on revenue and spend. The total revenue is currently at \$84,200, reflecting a 6% increase from last year.

The slight increase in sales is due to the successful launch of the Government's NSW Back to School voucher program. Parents welcomed the vouchers and used them to purchase new uniforms, resulting in an increase in units sold. The vouchers expire at the end of June, so sales may slow next term.

The revenue for the uniform shop has been stable, with a steady flow of sales throughout the year. Spend has been closely managed and has remained within budgeted limits.

Update on the production of Girls Sports Skorts:

The Girls' Sports Skorts production is progressing as planned, and the new updated style will be arriving with us early in October. With the Kindergarten Orientation in November and summer around the corner, we can expect them to be a popular choice among the students. The recommended retail cost of the skorts is likely to fall between \$30 and \$35.

NSW Voucher Program and increased order volume:

The community has well received the NSW Voucher Program; however, the increased volume of orders has led to longer processing times, and we are currently exploring strategies to streamline the voucher redemption process and minimize wait times. An additional iPad in the store will reduce customer wait times, allowing more than one customer to be served at any one time.

Stock Availability and Order Status:

Several stock items, including the gold polos size 10 & 12 and our girls blouse size 4, are currently out of stock. These items have been ordered from our suppliers, and we anticipate their arrival in-store by August.

We are now closely monitoring stock levels and asking our suppliers to send us updated stock quantities more regularly to ensure timely replenishment meets current customer demand.

Low Level of Parent Volunteers:

This year we have struggled with the lack of parent volunteers working in the uniform shop, which has placed extra strain on our open day operations. Unfortunately, the shortage of parent volunteers has led to longer wait times and an increased workload for our shop management.

To alleviate the strain and improve customer service, we have encouraged parents to actively participate and volunteer their time in the uniform shop via weekly newsletters and class parent communications. Year 5 and 6 students have tried to help by selflessly volunteering their Monday and Wednesday mornings. They politely serve customers and unpack stock, but parent volunteers are required after the bell goes for school as the shop remains open until 10:00 am and help is needed in other areas.

Efficiency and Controls with the Shopify System:

We have received positive feedback on the new Shopify system implemented in the uniform shop. The Shopify system has significantly improved efficiency in managing stock, processing orders, and maintaining inventory records. Last term, an audit of the uniform shop was performed by Walter Allen Hall without any material issues being identified.

What's ahead:

Second-hand rescue and resell stall:

On the afternoon of the 16th of June, we will be hosting another lunchbox rescue and resell stall. Together with the environment committee, we invite all parents and students to purchase a second-hand bottle or lunch tin for \$2 - \$5. All the proceeds will go towards the P&C fundraising to help provide quality services and resources for the school while reducing the amount of plastic that makes its way into landfill each year.

Summer stock ordering

With winter stock in-store, we will begin to prepare our wholesale bulk summer orders for 2023-2024. Stock requirements are estimated using the previous year's sales figures. Based on the last three years of sales information, our ordering predictions should be more accurate, reducing the number of out-of-stock garments for the year ahead.