

# Uniform Sub-committee

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## Report Date

Wednesday 24 August 2022

Alison Gracia – Uniform Subcommittee Convenor

Ashleigh Searle – Uniform shop manager

## News and updates:

When compared to the first two terms, sales for the uniform shop in term three normally decrease. This is because students don't have a uniform changeover however, year to date our sales are sitting at \$102k which is a 13% increase compared to this time last year. Sales last year were unfortunately affected by the COVID pandemic lockdowns.

Popular items sold this term included our microfibre track pants, polo fleece jumpers and our new centenary hats. Last week we started selling our centenary bag tags, badges and keyrings with the launch of our new online store.

## Summary Term 3:

### Shopify: -

Leading up to the launch date to our new online store, parents received information about the new system changing over from Flexischools to Shopify, via the school newsletter and through class parent communications.

On the 15th of August, we launched our Shopify store with great success and the information sent helped parents locate the online store and connected them to the P&C website for any queries they may have had.

The launch of the website coincided nicely with education week and introduced shoppers to our new centenary merchandise.

In our first week, Shopify reported \$2148 in sales with a total of 74 customers. Information like this and more detailed reports will now be accessible to the P&C executive members. With their log-in codes, members will be able to track reports and will have all the relevant information needed to draw down on at any time.

During the first week of the website launch, we had a few minor technical problems. One problem that will need consideration is for us to purchase a new receipt printer. Shopify does not recognise the current Epson receipt printer therefore; it will not automatically tell the till to open after cash payments have been accepted. New wireless printers are more compatible.

We can still accept cash manually by opening the till with the key and customers can receive all receipts via email, which is more environmentally sustainable. Shopify will log that cash payment has been received and will reflect this in the reporting system. If we purchase a new printer, it will be more compatible with the till and will allow us to choose to either print the receipt in-store or send it to the customer via email.

### Stocktake: -

A stocktake was completed before the new Shopify system went live. Our stock inventory is now in the online system and will report our sales, returns and exchanges which will help us with stock management and unit forecasting.

#### Volunteers: -

Volunteer help has decreased again this term. Unfortunately, we can count the volunteers we have had helping out this term on one hand. Help will be needed during kindergarten orientation in the fourth term.

#### **What's ahead for term 4:**

##### Kindergarten Stock: -

Summer wholesale orders will arrive with our suppliers in early September. We will start to order large quantities of items in preparation for kindergarten orientation in a few weeks.

##### Sports Skorts: -

The girls' summer sports skorts are the next project that we are moving ahead with. Sampling will be sent in term four for approval. Following that, we will be able to proceed with production. I am hopeful that we will have the stock available at the start of 2023.

## Shopify Report 23/8/2022

Day	Orders	Gross_sales	Discounts	Returns	Net_sales	Shipping	Taxes	Total_sales
14/8/22	1	6	0	0	6	0	0	6
15/8/22	8	160	0	-24	136	0	0	136
16/8/22	1	139	0	0	139	0	0	139
17/8/22	26	1175.5	0	0	1175.5	0	0	1175.5
18/8/22	8	427.5	0	0	427.5	0	0	427.5
19/8/22	4	264	0	0	264	0	0	264
20/8/22	1	33	0	0	33	0	0	33
21/8/22	3	73	0	0	73	0	0	73
22/8/22	9	199	0	0	199	0	0	199
23/8/22	3	122.5	0	0	122.5	0	0	122.5
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