



November 2020

Welcome to the Perm-a-Pleat Uniform Shop, an independently-owned family business that operates uniform shops from Chairo Christian School's Pakenham and Drouin campuses.

The uniform shop at the Pakenham Campus is located at the front of the Food Technology building. EFTPOS, Visa and Mastercard facilities are available but we don't accept cheques or have account facilities.

You can also purchase uniform items through our online store that operates via the Chairo website. Items purchased online can be collected from the uniform shop during opening hours or can be left at the Administration Office by arrangement.

### **Uniform Fitting Appointments**

It is essential that uniform fitting appointments be made this year by all new families. This will ensure that your child does not miss out on uniform during the extremely busy back-to-school period in January. Your child will be sized for the beginning of the 2021 school year, therefore allowing for some growth. If needed, sizes may be swapped at the beginning of the year providing tags have not been removed and original packaging is kept. Uniform items may be purchased on the day or can be placed as a sales order with items kept on hold until payment is made.

Appointments run for approximately 30 minutes, during which we can fit out a maximum of two children per family. If you have more than two children requiring a fitting, you will need to book a separate time slot so that we do not run behind for the next appointment.

Timeslots tend to fill up quickly so please do not delay in making an appointment as soon as possible. To book an appointment, simply visit [www.chairo.vic.edu.au](http://www.chairo.vic.edu.au) and click on **Enrolments**, then **Uniform** and **Book a Fitting**. Select your campus and register. See the steps below about how to register and make an appointment through the online booking system.

#### **How to register for an online appointment:**

- Step 1: Click the **Book a Fitting** tab on the **Uniform** page and choose campus
- Step 2: Click **Register Now**
- Step 3: Fill in required fields
- Step 4: A pin number will be emailed to you

#### **Making an appointment after selecting campus and logging in with email address and pin:**

- Step 1: Click the **New Appointment** tab (a calendar with available dates blocked out in green will appear)
- Step 2: Select highlighted date and time an appointment is required
- Step 3: Confirmation box will require student name (a separate login is required for each child)

An appointment time will now be saved and can be deleted or modified at any time prior to the appointment.

If you are having trouble with the online appointment system, please contact the uniform shop directly on 5942 3024 or by email at [chairocspakenham.uniforms@permapleat.com.au](mailto:chairocspakenham.uniforms@permapleat.com.au). Please note that I will not be in the shop to take calls, return emails or fill online orders from Wednesday 16 December through to Friday 8 January inclusive.

## November to February Appointment Dates

Appointment dates from late-November 2020 through to mid-February 2021 at the Pakenham Campus are shown below and available appointment times will be visible on the appointment calendar when making a booking.

- Wednesday 25 November
- Monday 30 November
- Wednesday 2 December
- Thursday 3 December
- Friday 4 December
- Monday 7 December
- Wednesday 9 December
- Thursday 10 December
- Friday 11 December
- Monday 14 December
- Tuesday 15 December
- Monday 11 January – RESERVED FOR NEW FAMILIES ONLY
- Tuesday 12 January – RESERVED FOR NEW FAMILIES ONLY
- Wednesday 13 January
- Thursday 14 January
- Friday 15 January
- Monday 18 January
- Tuesday 19 January
- Wednesday 20 January
- Thursday 21 January
- Friday 22 January
- Wednesday 27 January
- Thursday 28 January
- Friday 29 January
- Monday 1 February
- Tuesday 2 February
- Wednesday 3 February
- Thursday 4 February
- Friday 5 February
- Monday 8 February
- Tuesday 9 February
- Wednesday 10 February
- Thursday 11 February
- Friday 12 February

## Regular Days from 15 February 2021

From Monday 15 February, the uniform shop will be open by appointment only on Mondays (1.00 to 5.00 pm) and Wednesdays (8.30 am to 12.30 pm).

**Rebecca Stanbridge**  
**Pakenham Uniform Shop**