Holy Ghost School
Uniform Purchase Information

Dear Parents/Guardians,

Due to the unprecedented nature of COVID-1 and resulting social distancing guidelines, our uniform supplier Top Marks are unable to proceed with it's traditional spring uniform fitting sessions.

How To Order:

1. Online at **www.topmarks.ca** (our school password is **HGS01**)
2. Send your completed order form by email, fax or regular mail
   - Email (info@topmarks.ca)
   - Address (5760 Ferrier Street,, Mont-Royal, OQ, H4P 1M7
   - Fax (1-514-334-5350)

Please submit all orders by **June 30, 2021**, to ensure delivery of your order prior to the start of the school year.

Payment:

Orders placed prior to June 1, 2021 require a minimum 25% deposit payable by Visa or Master Card. The Remaining balances will be charged to the same credit card prior to shipping. Orders submitted after June 1, 2021 must be paid in full.

Delivery:

All orders will be shipped via Canada Post. If you've provided an email address, Canada Post will email with a tracking number once your order has shipped. In Order to serve our community better Top Marks are providing the following on all orders received by no later than June 30, 2021.

- Free Shipping **- Prepaid Return Label** **- Return Shipping Bag**

Students are required to wear the school uniform during school hours and when representing our school at various events.

School uniform: (grades kindergarten-8)

Regulation grey pants or skort
Regulation long or short sleeve white polo shirt (with HGS logo)
Regulation burgundy sweater/cardigan (with HGS logo)
Grey, white or black socks/knee high socks, tights/hose (no designs or patterns)
Black non-marking shoes (shoes must have a closed back and toe)

Gym Uniform: (grades 2-8)

Regulation burgundy basketball short (with HGS logo)
Regulation grey T-shirt (with HGS logo)
Non-marking athletic shoes

Recommended initial purchase: 2 pairs of pants/skorts, 2 to 3 polo shirts, 1 sweater, 1 gym short and 1 gym t-shirt (all items MUST be label with child's name)