

When you are not wearing your skirt; keep it on a hanger – this helps maintain its shape and allows any creases formed during wear to drop out.

To help preserve your skirt and keep it looking at its best we recommend dry cleaning. We also recommend you do not clean it too frequently as every clean reduces the longevity of a clothing item.

To help avoid frequent cleaning try to remove any spills or dirty marks as soon as they happen.

Your skirt can also be washed if dry cleaning is unavailable, please follow the instructions printed inside this leaflet relating to how to wash your skirt. If after washing you still have stains and marks, take it to a reputable Dry Cleaners who will clean it with care and press them back to shape.

In the unlikely event that your garment has some loose thread ends the first rule is NOT to pull them, you MUST ALWAYS cut them about 2mm away from the garment face, do not cut them any shorter.

If you decide to pull a thread end, in many instances it will create a worse problem.

The stitching types used in certain areas of garments are created in a way that pulling at a thread can cause it to unravel. e.g. hem stitching, button stitching, buttonhole stitching and some seam stitching.



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Ladies wear

How to Care for your New Uniform Skirt  
and Belt



## Skirt

As soon as you receive your skirt, place it on a hanger, if you don't have a skirt hanger fold it over the bar of a normal hanger



If it is heavily creased let it hang for 24 hours, if after 24 hours there are still some creases, vertical steam them out.



To vertical steam, you need an iron that will steam whilst it is in an upright position or a steam blast button – without touching the garment with the iron, allow the steam to flow over the creases, this will help to remove them

## Washing:

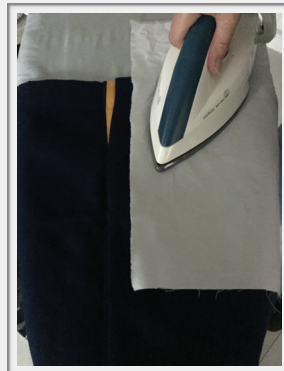
Do not bleach or use whiteners.  
Do not use fabric conditioners (check your detergent does not have a conditioner in it or bleaching agents).  
Your skirt should only be washed with either your additional matching uniform skirt or with your suit jacket.



Before washing fasten the zip, then turn it inside out.

Wash at 30 degrees on a wool cycle or delicates cycle. It can be spun at a speed of 1200 revs to help it dry.

As soon as it has finished washing take it out of the washing machine and turn it back to being the right way round, then place it on a hanger to dry.  
Wait till it is dry before you press or steam it.



Vertical steaming is always the better option.  
But if you do not have an iron that does this, place a cotton cloth between your skirt and the iron to avoid making it shiny.

If you don't have a cotton cloth – a non fluffy tea towel or a pillow case is a good alternative (please make sure it is cotton).

## Belt



Your belt cannot be washed, if it gets dirty, wipe it clean with a damp cloth.

Do not fold your belt it will cause it to crack. When you are not wearing it hang it on the hook of your skirt hanger.



If you need to pack it, try to keep it loosely spiralled.