



## Four basic Capsule Wardrobes

### School Administrator's Conference 2014

**Session 1: 1030am – 11.45am**

These capsule wardrobe lists can be used to assist you in wardrobe planning, shopping for new pieces and also when packing to go on holiday. Use these lists to fill in your wardrobe with the pieces you need. Take them with you when you go shopping along with your personal colour palette. Always check each potential purchase, first for colour, then style. If you analyse every garment based upon these criteria, then look at your list to see if you do need the item, this will avoid impulse purchases.

The principles of what you take on holiday whatever the destination are similar - you only need 12 items of clothing regardless of where you are headed. No more complicated packing lists and an awesome way to pack them all into your suitcase. Watch and learn....

Base your clothing selection on the following colour selection (the actual colours will vary according to your preferences and own natural colouring)

1. 2 or 3 neutral colours i.e.: khaki, cream and chocolate brown
2. 3 brights or basic colours i.e.: coral, lemon and turquoise
3. Choose a maximum of two patterned garments and all other garments should co-ordinate with the colours in the pattern. Patterns are great in a capsule.
4. Shoes and accessories that tie it all together.

### 1. Summer / Beach holiday

#### Clothing

1. 1 x Swimsuit
2. 2 x Shorts
3. 2 x Dresses – one that can be worn over swimsuit to get to the pool and one to do other things like eat out etc
4. 4 x Short sleeved tops - add one slightly dressier option that can be layered under warm layer
5. 1 x Long sleeved top to keep sun off
6. 1 x Warm layer (especially in NZ)
7. 1 x Long pants - go for a light option that can be worn both casually and in hot weather

#### Shoes

1. Jandals or beach sandals that work for you
2. One pair of dressier sandals that can be teamed with all outfits

#### Accessories

1. Sunhat
2. Sunglasses
3. Two non-metal necklaces that can withstand the salt and sand
4. Belt if needed



## 2. Winter break

### Clothing

1. 1 x Warm jacket that you are happy to wear everywhere
2. 3 x Jeans or trousers – one pair that is dressier for social outings
3. 1 x Warm jersey that goes with both pairs of trousers or icebreaker style warm layer
4. 4 x Long sleeved tops – three merino and one other if weather warms up
5. 1 x Singlet – merino is the warmest
6. 1 x Dressy top – to wear if you are heading out
7. 1 x Vest or dress - needs to work with the long sleeved tops and jacket

### Footwear

1. Short boots that are dressy, warm and water repellent
2. Indoor warm shoes like sanuks

### Accessories

1. Scarf
2. Hat
3. Gloves
4. 3 pairs warm woollen socks and hosiery if dress chosen
5. One chunky necklace that works with the heavy winter clothes
6. Belt if needed

## 3. Work trip Away

### Clothing

1. 2 x Jacket – both dressy and go with everything else
2. 2 x Trousers – one fitted and one formal for professional use
3. 5 x Tops - sleeve length depends on season and climate but at least 2 shorter sleeved for indoor use
4. 1 x Skirt – Straight and dressy to go with all tops
5. 1 x Cardigan or warm layer - to wear when jacket not needed
6. 1 x Dress – to wear with jacket and cardigan

### Footwear

1. Closed toe, heeled pumps that co-ordinate with everything
2. Dressy boots depending on season to be worn with matching hosiery

### Accessories

1. Two necklaces to link clothing items together
2. Lightweight dress scarf
3. Hosiery in co-ordinating colour
4. Belt if needed



## 4. Travelling overseas for 3 weeks in varied climates

### Clothing

1. 2 x Jacket – one lightweight warm like a down puffer and one rain jacket
2. 2 x Trousers – one lightweight pair that washes well and covers when needed and one dressier
3. 5 x Tops – a mix of one warm, one long sleeved and two shorter sleeved and one singlet
4. 1 x Cardigan - good layer if to warm for jacket and can be worn over dress to go out
5. 1 x Shorts – for the warm days
6. 1 x Dress – that can be worn dressy and in warm climate

### Footwear

1. Comfortable walking shoes
2. Lightweight shoes that can be worn in warm weather or indoors like sanuks
3. Jandals
4. One pair of dressier comfortable shoes either wedges or short boots depending on space and climate

### Accessories

1. Sunhat
2. Warm hat
3. Scarves – x2 – one lightweight and dressy and one warm
4. Necklaces x3 – one shorter to sit in the necklines of summer style tops and two longer to wear with other garments
5. Sunglasses
6. Belt if needed

## Packing

A small, lightweight suitcase is all that is needed. Choose small versions of toiletries and a compact toilet bag. I will often add a sports kit and trainers in addition to all the lists above as well as PJ's and underwear and it all fits nicely in a small cabin sized suitcase.

Lay your clothes out unfolded so they can be worked in together in a packing bundle. Roll and place in suitcase.

Put shoes into separate bags and have a compartment for your phone charger and any other small incidentals you may have. Put underwear and sock into a separate soft bag so they can be easily accessed. This will all fit nicely into your suitcase and you should have plenty of room to shop while you are away.

Happy Holidays!