

# Uniform policy - appendix

Retford Oaks Academy

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## 1 Why do we have a uniform?

- It helps create a learning environment ensuring that learning time is not lost on dress issues.
- It significantly reduces arguments about what is to be worn at the academy and provides parents with a guide as to what is appropriate to wear.
- It encourages formality and smartness which will be required by future employers.
- It promotes team spirit within the academy and within the local community and clearly identifies students as being part of the academy.

Retford Oaks reserves the right to determine where uniform standards are not being adhered to.

This relates to all clothing, makeup, jewellery and hairstyles. Students are expected to be appropriately dressed at all times and to wear their uniform with pride and in a manner that reflects the ethos and high standards of the academy. Smartness, Health and Safety considerations and common sense form the basis of the expected standards of appearance.

## 2 Academy uniform

**All items of uniform are compulsory.**

Please note that not all items sold in the school sections of some shops will meet the school uniform policy.

Please ensure you read and understand the uniform requirements of the Academy before purchasing items.

- Blazer - black blazer with Retford Oaks Academy badge, should be worn to school daily (available from [Uniform Direct](#)).
- Trousers - these are to be formal black trousers. The following styles are not permitted:
  - o leggings
  - o jeggings
  - o jeans
  - o cropped trousers
  - o additional zips or other embellishments.
- Skirts - these are to be black and formal. The Academy reserves the right to determine if a skirt is too short for an educational setting. Additional zips or other embellishments are not permitted.

- White shirt and tie - a plain white shirt with a formal collar should be worn. All shirts should be able to fasten the top button (V necked blouses are not acceptable) and can be either long or short sleeved. Shirts should be tucked in at all times. A clip on school house tie should be worn correctly up to the top button and under the collar. No coloured T shirts should be worn underneath the white shirt or be visible at the neck and waist.
- School jumpers (optional) - a plain black V-neck jumper with or without the school logo (available from [Uniform Direct](#)). This is not a replacement to the blazer but can be worn with it.
- Footwear - plain black formal shoes should be worn daily. Shoes should have no logos, patterns or coloured laces. Open toe, backless, trainers, canvas footwear, boots or high heels are not acceptable. We do not allow students to wear trainers or leisure footwear with logos (other than for PE or other recreational activities) for school as we believe that this footwear is not in keeping with the hardworking environment of the classroom or the smart appearance of a school uniform. Plain black socks/tights should be worn.
- Coats - an outdoor coat may be worn to and from the Academy, but it must not have offensive logos or be made of denim. Jumpers, cardigans, sweatshirts or hoodies are not acceptable alternatives. Coats must be removed before entering lesson and not worn whilst in classrooms or lessons.
- Bag - this should be large enough to carry equipment, books and PE kit.
- We will make adjustments in relation to compulsory religious observance. Please speak to the academy to arrange such adjustments as required.

Students who present in items that are deemed to be not part of the uniform code will lose their social time until this is rectified.

### **Warm / extreme weather**

Jumpers or coats are not to be worn as an alternative to a blazer. Students may wear a jumper under their blazer but it is not a replacement for the blazer.

During the summer term we monitor the temperature and, on the days when temperatures are high, we will advise students that blazers may be removed. Unless specifically stated by the academy, students should assume that the blazer is required at all times.

During warm/ hot weather periods please monitor academy communication for updates regarding uniform.

### 3 Physical education

All students wear:

- Black Academy polo shirt with school logo (available from Uniform Direct)
- Plain black bottoms which may have subtle branding. Large branding will not be allowed. These can be;
  - o shorts
  - o tracksuit bottoms
  - o running leggings (which must be sports leggings and not normal leggings; anyone wearing normal leggings or tights – including sports tights – will be required to wear a pair of shorts over the top)
- Black socks. They can be:
  - o football socks
  - o ankle socks
  - o trainer socks
- Trainers (not canvas shoes)

In addition to these compulsory items, students are also permitted to wear the following:

- Boots suitable for football, hockey or rugby. For some sports, football boots may be more suitable than trainers when the PE lesson takes place on the field.
- Reversible black and gold academy rugby shirt (available from Uniform Direct)
- Plain black rain jacket. This must be suitable for sport (no large buttons, furry hoods). Rain jackets that are not suitable for sport are not allowed.
- Protective equipment such as gum shields or shin pads are advisable for students.

For practical PE lessons any jewellery permitted under academy rules must be removed for health and safety reasons. Plasters covering any of these items (or items that are not visible) are not suitable solutions as they can easily fall off in the natural course of physical activity.

**Note:** we are happy to make adjustments in relation to compulsory religious observance. Please speak to the Academy to arrange such adjustments as required.

Students are expected to be their PE kit to every lesson, including when they have a note asking to be excused. Students arriving to lessons without kit are expected to wear the spare clean kit provided by the PE department. Students who fail to be in their kit or who refuse to use the loan kit provided will be sanctioned.

## **4 Hairstyles**

To complement our uniform we wish to promote a business-like approach. Therefore the following should be followed:

- No shaved patterns, lines or sculptured hairstyles.
- No bright hair dyes. We allow subtle and natural hair colourings only.

The Academy will notify students and parents of any breaches in regulations.

## **5 Nails and nail varnish**

Students say that nail varnish is an expression of their individuality. However, we want to cultivate pride in their appearance by wearing uniform correctly and being suitably formal in their appearance.

In order to recognise the fact that students are growing in maturity they will be permitted to wear a single neutral nail varnish colour.

We strongly recommend that false nails and or any form of extensions are NOT worn as they can pose a risk in practical subjects and physical activities. The Academy has the discretion to isolate students or restrict access to certain subjects where nails (extension or own nails) would be deemed to pose a risk. In such cases the academy seek to resolve the issue with parents/carers.

## **6 Makeup**

We understand the importance of developing self-esteem and self-image for our students, therefore:

- Subtle make-up can be worn by students.
- Foundation and blusher, if worn, should be of the natural skin colour range and lightly applied
- Eye makeup and lipstick must be in the natural muted, nude range of shades. If the Academy deems the makeup too obvious then students will be expected to remove it.

## **7 Jewellery**

With safety and security being paramount, we strongly recommend that jewellery is not worn in the Academy. Piercings must be kept to small studs (no bars, hoops, stretchers etc). All jewellery must be removed for PE, dance and other practical lessons. The Academy does not accept responsibility for loss, damage or injury caused should the recommendations not be followed.

Should the academy deem any jewellery to be unsuitable, excessive or dangerous, students will be asked to remove items and these may be confiscated until the end of the Academy day.

The Academy has the discretion to isolate students or restrict access to certain practical subjects where these items are deemed a risk.

## **8 Sanctions**

If students do not adhere to the Uniform Policy, where possible, items will be confiscated.

- In the first instance the student will be allowed to collect the item at the end of the school day from Main Reception and it will be noted that the student has received a warning and a sanction for uniform infringement.
- In the second instance the item will be confiscated and be kept safely by the Academy until an adult can collect the item.
- In the third instance the parent/carer will be invited in for a meeting.
- If the item cannot be confiscated then the student could lose their social time.

## **9 What to do if there is an issue with your child's uniform**

Communication from parents/carers must be sent to a child's tutor if they are unable to wear the correct uniform (including footwear). This should explain the problem and how soon it can be rectified. The Head of Year will decide if a white uniform slip will be issued or items can be borrowed from the academy. There may be a loss of unstructured time or even isolation depending on how serious the uniform breach is.

Where a student arrives at the Academy in the incorrect uniform and no communication has been received explaining the issues, the academy will contact home and ask parents/carers to bring in the correct uniform or the student may be isolated for unstructured time.