

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:
 - leggings
 - jeggings
 - jeans
 - cropped trousers
 - additional zips or other embellishments.
- Skirts - these are to be black and knee length. The Academy reserves the right to determine if a skirt is too short. The following styles are not permitted:
 - o tight fashion style
 - o lycra or elasticated materials
 - o additional zips or other embellishments.

- 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. Toeless, backless, trainers, canvas footwear, boots, high heels or plimsolls 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.

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

- running leggings (which must be sports leggings and not normal legging; 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:

- Football socks
- Ankle socks
- 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. To recognise the growing maturity of secondary school students they will be permitted to wear a single plain nail varnish colour.

In addition, we are aware that false nails or nail extensions can pose a risk for practical activity. Therefore, **these are banned** for all students. **All types of false nails are not permitted.**

- Unless natural, nails should be a single plain nail varnish colour
- Garish, sparkly, multi-coloured styles and gels will not be permitted
- Students will be asked to remove those colours/styles deemed unsuitable immediately with nail polish remover
- No types of false nails/nail extensions are permitted.

If a student comes to school with nail extensions they will be isolated during break and lunchtime to minimise risk until the extensions are removed. This may mean restricted access to some practical subjects.

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/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

The following items are permitted:

- Watch
- One charity wrist band
- One set of small studs in the ear lobes (one each side). Multiple piercings are not acceptable.

The following items are not permitted:

- Rings
- Bangles
- Bracelets
- Necklaces
- Visible facial and body piercings
- Tattoos
- Tongue piercings
- Nose studs. Students are allowed to replace a nose stud with a clear plastic retainer.

Students arriving at the academy with visible piercings will be asked to remove them or may be sent home to remedy the situation. Failure to do so will result in the loss of unstructured time.

Students are advised to avoid new piercings until the summer break. We will make adjustments in relation to compulsory religious observance. Please speak to the academy to arrange such adjustments as required.

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

Students must bring a note from home if they are unable to wear the correct uniform (including footwear). The note should explain the problem and how soon it can be rectified. The note should be shown to either the student's tutor or their Head of Year at the start of the day so the appropriate decision can be made and a white uniform slip issued. 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 has no note explaining the issues then the academy will contact home and ask parents to bring in the correct uniform or go

home to get changed. Where this is impossible a student may be isolated for the day as a way of maintaining standards within the academy.