



Sixth Form Dress Code and Appearance Policy

This sixth form dress code and appearance policy will be reviewed annually by the pupil and personnel committee of the governing body.

Date of last review: Autumn 2014

Date of next review: Autumn 2015

Introduction

All sixth formers at Carlton le Willows are role models for younger pupils and ambassadors for the Academy. They should not underestimate the influence they have in setting high standards and strengthening the Academy's reputation and standing in the community through their courteous manner and smart appearance.

It is expected that all sixth formers will keep to this dress code and appearance policy and are asked to speak to their tutor or the Head of Sixth Form if they require further clarification.

What to wear

All sixth formers are expected to dress in clothing suitable for a professional working environment, which is appropriate for working with younger adolescents who themselves have to adhere to strict uniform rules. Practical subjects, such as PE will determine the most appropriate dress for lessons.

The Academy expects sixth formers to wear

- Trousers, smart jeans or skirt of reasonable length
- Shirt, blouse, smart polo or T-shirt
- Sweater or cardigan
- Appropriate shoes, boots or smart training shoes

During the summer months, dress should still be smart and appropriate for a professional working environment, as indicated above.

The Academy also expects:

- An ID badge to be worn at all times (the Academy will provide an ID badge and lanyard on entry to the sixth form, replacements must be purchased by students).
- Makeup to be subtle and natural looking and not extreme.
- Piercings for girls and boys to be limited to one small earring in each ear (other body piercings are not permitted).
- Where practicable, outdoor clothing to be taken off in the building.

What not to wear

Students are not expected to wear:

- Ripped, studded or tattered clothing of any sort.
- Track suit tops/bottoms or hoodies.
- Shorts of any kind (whether or not tights are worn underneath)
- Caps of any sort.
- Revealing clothing, such as short skirts, low cut/low waisted/low slung items.
- High or stiletto heeled shoes/boots, sling back or toeless shoes or flip-flops.

- Tops with inappropriate logo or branding.
- Leggings are permitted provided they are accompanied by a top/dress of decent length

Hair style and colour

A conventional hair style is becoming ever more difficult to define amongst the various fashions pupils may choose to wear, but to put it simply hair should be without extremity of cut, colour and style. Students are encouraged to speak with the Head of Sixth Form before having any dramatic changes to the style or colour of their hair that might draw notable attention to them or be considered counter to the ethos of the Academy.

Mobile phones (and other devices)

Mobile mobiles and i-pods may be brought into school, but they must be turned off and kept out of sight in lessons and around the campus generally, but may be used in the sixth form common room. If a mobile or i-pod is seen / heard anywhere on the school site, with the exception of the sixth form common room, it will be confiscated.

Confiscation

Breaches of policy regarding jewellery, clothing, mobiles (other devices) will result in confiscation. Similarly, unlawful or items of a hazardous nature will also be confiscated. Confiscated items will be available for collection by students from the sixth form reception each Friday between the hours of 2.30pm and 3.30pm. Unlawful or items of a hazardous nature will either be destroyed or reported to the police. Hopefully, neither students nor the Academy will be inconvenienced by this problem.

Safety and security

All sixth formers must wear an ID badge.

Pupils are responsible for looking after their own property. Lockers are available in the sixth form centre. Expensive items or possessions of emotional value should not be brought into school. The Academy accepts no responsibility for the loss, theft or damage of such items.

Any student found to have concealed an object that could pose a threat to the safety of others, such as a knife or illegal substance, will be permanently excluded from the Academy. If a student discovers that they have inadvertently brought onto the premises an item that could be hazardous, they should hand it to sixth form reception or the Head of Sixth Form immediately.

Equality

In formulating this policy, the Academy has had due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations. The Academy has considered its obligations under the Equality Act 2010 not to discriminate unlawfully on the grounds of disability, ethnicity, gender, sex, religion or sexual orientation. Racial, cultural and religious needs accommodated within the general policy are given below.

- Allowing Muslim females to adhere to the Islamic requirements for dress, for example wearing a plain black full length skirt.

- Muslim females who choose to wear a headscarf are permitted to do so, but it must be plain black and tied in a safe and secure manner during all practical lessons. The wearing of a Niqab is not allowed.
- Jewish males may wear a plain black Kippah and Sikhs may wear a Turban.
- Muslim males and females and Hindu females are allowed to wear plain black tracksuit bottoms for PE.
- The Academy respects the decision of:
 - Muslim and Sikh males to grow facial hair (i.e. a beard).
 - Rastafarians and Sikhs to grow their hair long, but it must be tied back in a safe and secure manner in all practical subjects.
 - Males and females with African-Caribbean ethnicity to wear their hair in cornrows or braids.
- The Academy may allow certain religious amulets to be worn discretely by students where there is religious significance.

Monitoring compliance

The Academy reserves the right to decide what constitutes acceptable dress within the scope of these guidelines and the Academy's equal opportunities policy. If students or their parents would like further clarification on any aspect of the sixth form dress code they should contact the Head of Sixth Form. Sixth formers and parents should be aware that action will be taken against any student who breaches the rules on dress or appearance. This will normally involve being sent home to remedy the matter. However, if inappropriate dress is persisted with, exclusion may be the result.