

# Open Academy

# Appearance Policy

<b>Policy Type:</b>	<b>Academy Policy</b>
<b>Approved By:</b>	<b>Local Governing Body</b>
<b>Date Approved by LGB:</b>	<b>17/05/2018 – updated June 2021</b>
<b>Review Date:</b>	<b>June 2022</b>
<b>Person Responsible:</b>	<b>Principal</b>

## Summary of Changes

The policy has been amended as follows.

<b>Page Ref.</b>	<b>Section</b>	<b>Amendment</b>	<b>Date of Change</b>
Page 6/7	Academy Uniform list	Introduction of Shorts	July 19

## **General Policy Roles and Accountabilities**

The Diocese of Norwich Education and Academies Trust (DNEAT) is accountable for all policies across its Academies. All policies, whether relating to an individual Academy or the whole Trust, will be written and implemented in line with our ethos and values as articulated in our prospectus. We are committed to the provision of high-quality education in the context of the Christian values of service, thankfulness and humility where individuals are valued, aspirations are high, hope is nurtured, and talents released.

A Scheme of Delegation for each Academy sets out the responsibilities of the Local Governing Body and Principal. The Principal of each Academy is responsible for the implementation of all policies of the Academy Trust.

All employees of the Academy Trust are subject to the Trust's policies.

## **RATIONALE**

The Open Academy policy is based on the notion that uniform:

- Promotes a sense of pride in the Academy
- Engenders a sense of community and belonging and belonging towards the Academy
- Is practical, smart and business like
- Identifies the students with the Academy
- Prevents children from coming to the Academy in fashion clothes that could be distracting
- Promotes a sense of equality amongst students with regard to appearance
- Is regarded as suitable wear for the Academy and good value for money by most parents/carers;
- Is designed with health and safety in mind
- Prepares students for the world of work

**The Academy reserves the right to decide if a student's appearance is acceptable.**

## **PURCHASE OF UNIFORM**

Uniform can be purchased online from our supplier Price & Buckland website <https://www.pbuniform-online.co.uk/> using the school finder option. Alternately the following link will take you directly to the Open Academy page <https://www.pbuniform-online.co.uk/openacademy>

Open Academy blazers, ties and PE shirts, which are all compulsory, will be available for you to order, along with other uniform items which are available elsewhere.

Deliveries can be made direct to your address, or if you prefer can be delivered to the academy for you or your child to collect. In term time there will be deliveries to the academy on the second and fourth Monday of each month.

Not all students choose to wear a jumper under their blazers, but if one is worn it must be an Open Academy jumper. These will still be available to purchase from the Open Academy in term time and can be paid for via the Pay+ app.

We will always hold a supply of ties in the academy for any late minute purchases.

## **FOOTWEAR**

The Academy wants all students to grow into healthy adults. We believe that it is dangerous for students to wear shoes that have platform soles or high heels, so we do not permit students to wear such shoes in the Academy. Neither do we allow students to wear trainers to the Academy; this footwear is appropriate for sport, but is not in keeping with the smart, business like appearance of our Academy uniform. We ask that all children wear a full shoe which can be polished.

Any student coming to the Academy in trainers or inappropriate footwear will be provided with a pair of plimsolls to wear in the Academy on that day.

## **HAIRSTYLES**

Hair should be a natural colour. Students with long hair must fasten it back in laboratories or during practical activities. Extreme hairstyles are not allowed. This includes hair dyed unnatural colours and distinctive designs shaved in the hair – students will be asked to change the style within the week.

## **JEWELLERY**

For health and safety reasons, jewellery is not permitted in the Academy. The exceptions to this rule are small studs in pierced ears – one in each lower lobe, and a watch. ‘Stretcher’ type ear studs are not allowed.

Facial, including tongue, and body piercings are not permitted in any circumstances whether visible or not. To clarify, the only jewellery permitted is:

- One pair of small studs, one in each lower lobe
- A wristwatch

## **ROLE OF PARENTS/CARERS**

We ask all parents who send children to the Academy to support the Academy Appearance Policy. We believe parents/carers have a duty to send children dressed and ready for learning, in a uniform that is clean and in good repair. *(See Home/Academy Agreement)*

## **ROLE OF ACADEMY GOVERNING BODY**

The Governing Body supports the Principal in implementing the Appearance policy. It will consider all representations from parents/carers regarding the Appearance policy and liaise with the Chair of Governors to ensure it is implemented fairly and with sensitivity.

It is the Governing Body’s responsibility to ensure that the policy meets all regulations concerning equality of opportunity.

## **SANCTIONS**

The Academy has the right to employ the full range of sanctions in the Positive Behaviour Management Policy to ensure that all students meet the requirements of the Appearance policy. These might include being sent home to change, being placed in isolation, and, in cases of persistent non-compliance, external exclusion.

## **PE**

All students must change into the Academy PE kit for indoor and outdoor sessions.

## **LOCKERS**

Lockers are provided at the Open Academy. There is a small charge for this provision.

## **LOST PROPERTY**

In order to avoid confusion and to keep lost property to a minimum, all items of clothing, P.E. kit, bags etc must be clearly named before being brought into the Academy.

## **COST**

The Open Academy fully endorses the principle that the Academy's uniform should be affordable for everyone, ensuring that no student or family is socially excluded through inability to buy. Accordingly, the majority of the uniform can be bought 'off the peg' from any high street outlet or supermarket; the only items which need to be purchased from our supplier are blazers, ties, and black PE shirts. Open Academy jumpers can be bought from the Academy during term time.

The Open Academy is committed to regular appraisal of the uniform's cost in order to ensure that it continues to be affordable for everyone.

The Open Academy will respect variations to our Academy uniform if they are directly related to established religious traditions. However, any variation will be dealt with on an individual basis and judgements will remain at the discretion of the Principal and the Governing Body.

## The Open Academy Uniform List

### ACADEMY UNIFORM LIST

- Black blazer with Academy crest on pocket and teal contrast braiding
- Plain black trousers or knee-length skirt – no shorts, leggings, jeggings, ‘skinny’ type, jeans style or cropped trousers allowed
- Belts should be plain black and thin
- White school style shirt/blouse – long or short sleeved
- Academy tie
- Academy jumper (to be worn under the blazer only) – black with contrast stripe long sleeved or sleeveless
- Plain black, flat shoes which can be polished– no trainers, logos, high heels, boots or backless shoes
- Socks should be plain black or plain white
- Tights should be plain and black
- Black knee length tailored shorts with black socks which at least cover the ankle (optional) – See Appendix 1 attached

Any student coming into the academy in inappropriate trousers will be provided with a pair of trousers to wear in the academy that day.

All of these items of uniform are compulsory.

### ACADEMY UNIFORM LIST – Summer

- Blazer optional (Principal’s discretion)

### Games Kit

- Plain black shorts, games skirt or skort
- Open Academy logoed Black polo shirt
- Suitable socks in black or white
- Astro-turf trainers
- Football boots (optional)
- Black tracksuits may be worn
- Gum shields and shin pads are recommended

PE kit will continue to follow the same appearance policy in that a logoed black polo shirt and black shorts are essential. We would also like to remind you that any jumper or tracksuits worn must be black or navy.

NB: Grants are available should you need financial assistance to obtain uniform.

### Basic equipment needed

- 2 Blue/black pens
- Pencil
- 15 cm ruler
- Pencil sharpener
- Eraser
- Academy Planner
- A suitable school bag

**Open Academy Sixth Form**

Students may wear their own clothing but this should be safe and suitable for the working environment.

Clothing should be worn that is appropriate for the courses being studied. The Academy reserves the right to decide if the appearance of a student is acceptable.

Appendix 1 – Example of acceptable knee length tailored shorts

