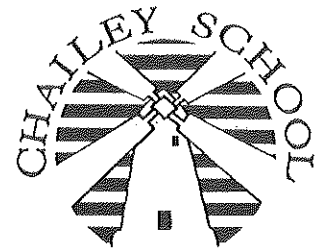


CHAILEY SCHOOL

A Specialist Language and Humanities College

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30th April 2010

Headteacher: Mrs Lesley Young MA (Ed)

Dear Parents, Carers and Students

School Uniform Policy from September 2010

Following feedback from parents, students and staff during last term, the Governing Body and Senior Leadership Team of the school met before the Easter holidays to consider in full all responses and to decide on the school's uniform policy for the start of the new academic year in September. All the feedback received, and the suggestions made, were important and helpful. The majority who responded asked for skirts to remain, but several suggested changing to a pleated one; asked for clarity on girls' trousers and shoes and supported blazers. Many parents were very clear on wanting the school to vigorously enforce the uniform policy. We were also asked to consider the style and quality of the P.E. t-shirt as this was a concern to students and parents. A further issue raised was for us to speak to our suppliers to raise the question of catering for a wider range of sizes.

We have factored all of this feedback into the final decisions regarding our uniform policy and have passed on the request regarding sizing range to all our suppliers. In addition, we have arranged for a further supplier based in Lewes to stock Chailey School uniform in order to improve access to uniform stockists for parents. Full details of our three uniform stockists are included in the attached information.

As you know, we believe that school uniform reinforces our community ethos, promotes a strong identity and contributes to an appropriate working environment for effective teaching and learning irrespective of a student's background. All of our students are ambassadors of the school and are expected to dress and behave in a way that reflects the high standards for which we constantly strive and on which we all – students, parents and staff – have built and sustain the school's excellent reputation. It is for this reason that you have asked us to rigorously enforce our uniform requirements. We trust you, parents and carers, to support the school's judgement in deciding what is a permissible norm within the context of our school community.

The full uniform policy is detailed on the attached sheets and key aspects are as follows:

- 1 The revised uniform policy will apply to all students who – in September 2010 – will be in Years 7, 8, 9 and 10 and this letter is, therefore, being sent to parents of students in our current Years 7, 8 and 9. Full details will also be sent to the parents of our new intake students shortly with other information relating to their child's admission to Chailey in September 2010.
- 2 Students who will be in Year 11 in September 2010 will have the choice either to continue to wear their current uniform (shirt, tie, jumper) (with or without a blazer) or to purchase the current Year 11 polo shirt and sweatshirt (no blazer). This arrangement will only apply for one year (i.e. the 2010-2011 academic year). From September 2011, Year 11 students will wear the same uniform as other years, with a white school shirt replacing the pale blue version to distinguish them as the senior year group. A separate letter clarifying uniform for next year's Year 11 has been distributed to parents and students of our current Year 10 confirming their options.

- 3 Blazers will be compulsory for all students in Years 7-10 from September 2010 (and for Year 11 from September 2011).
- 4 The school v-necked jumper with logo may be worn in addition to the school blazer (not instead of).
- 5 Skirts remain as an option for girls – but the style has been changed to one that has multiple pleats and knee-length for all year groups. (This is the only compulsory change affecting students who will be in Year 11 in September 2010, should they prefer a skirt to trousers). The pleated school uniform skirt will be available from our suppliers.
- 6 Trousers remain as an option for girls – but the guidance regarding style has been made more explicit to improve clarification and to prohibit the very tight waist to ankle 'skinny' style.
- 7 The guidance regarding shoes has been made clearer for girls and boys in relation to style and material. In response to a specific query from a number of parents regarding the suitability of 'ballet-style' pumps for girls - these are acceptable but it has been pointed out to us by parents from the medical profession that this style is not necessarily the healthiest for prolonged wear. However, the ultimate choice remains with parents. We require all our students to wear shoes that are safe, sensible and keep their feet dry – hence the clarification in the uniform policy regarding material, style and heel height.
- 8 Boys will be required to wear their shirts and ties properly done up to the neck, and to wear their trousers properly (i.e. not the current trend of wearing trousers very low below their hips).
- 9 The P.E. kit remains unchanged for students who will be in Years 8-11 in September 2010. For students joining Year 7 in September 2010, the current white P.E. t-shirt with school logo is to be replaced by a plain navy blue polo shirt. This will then be phased in as each Year 7 cohort joins the school. This change has been prompted by feedback from parents and students regarding the quality of the present white P.E. t-shirt (particularly it being see-through material) and to the views of students who indicated that they feel their appearance is not of the same standard as other schools when they participate in fixtures and competitions. However, should any parent/carer of a student who will be in Years 8-11 in September 2010 wish to replace their child's white P.E. t-shirt with a navy blue polo shirt then they are very welcome to do so. This may also be achieved by recycling Year 11 polo shirts of older siblings to younger ones. Younger siblings may also use Year 11 sweatshirts passed down to them for extra warmth in PE in the winter months.

Students are expected to adhere to the uniform policy as outlined. If you aren't sure what you're wearing fits into the policy, then please leave it at home!

Parents/carers are expected to be aware of the uniform policy and ensure that their children are properly dressed for school. Circumstances may arise when the school will need parents' assistance in bringing appropriate clothes to school for their child or in making arrangements for them to go home to change.

It is the responsibility of all staff to ensure that students co-operate with our uniform policy. All members of staff will follow up uniform issues as explained.

Students are expected to respond accordingly and any refusal to cooperate with any member of staff will result in sanctions related to defiance and referral to their Student Support Manager or other senior member of staff.

Students who come to school with incorrect school uniform must report to their Student Support Manager before morning registration, i.e. on their arrival at school. Parents/carers should provide the student with a note explaining the reason.

Some spare items of uniform are kept in school and (where possible and appropriate) students will be expected to borrow these in order to be suitably dressed for school. Items are to be returned at the end of the day. Students who have a valid, temporary reason why they have incorrect uniform and cannot borrow such items will be given a uniform exemption card for that day only.

Student Support Managers will notify parents/carers should their child attend school wearing incorrect uniform without a note. Where possible students will be expected to borrow the correct items from the Student Support Managers or be sent home to change. In this instance a telephone call will be always be made to parents/carers to discuss the arrangements for this.

Students wearing additional non school uniform items or additional jewellery (other than as set out in the uniform policy) in school can expect to have these items confiscated. These items will be locked away and will be available for collection at the end of school. In addition students who repeatedly disobey the school uniform rules in this way can expect to receive a detention on each occasion they are in breach of these rules. (The current arrangement requiring confiscated mobile phones and iPods to be collected by parents remains unchanged).

Many responses from parents last term expressed the view that the uniform policy should be rigorously and consistently enforced and we are therefore making clear the scale of sanctions to be applied in respect of non-compliance with the uniform policy.

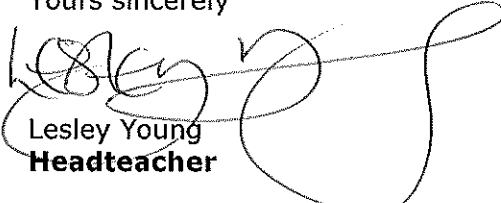
Sanctions

- 1 For minor breaches of uniform regulations a student can expect an initial warning to be written in their planner by their form tutor about their non-compliance with the regulations and will be asked to remedy the situation.
- 2 Non-school uniform items will be confiscated as detailed above.
- 3 For major or repeated breaches students can also expect a detention and to be placed on Uniform Report, monitored by their form tutor and/or Student Support Manager.
- 4 In extreme circumstances the student may also be asked to leave the school premises to remedy the breach. This should be for no longer than is necessary to remedy the issue. This will not be considered an exclusion, but an authorised absence.
- 5 However, if the student continues to breach uniform rules this will become a disciplinary issue and appropriate action will be taken including, if required, the possibility of an exclusion. In all such cases, parents will be notified.

We are currently discussing with our suppliers to make arrangements before the summer holidays to help parents/carers in purchasing uniform items (blazer; jumper; skirt etc) by having samples of different sizes available for parents to try on their children and place orders. We will also raise the possibility of discounts with them. It is also our intention to arrange for photographs of our school uniform to be posted on the school website in response to parents' requests for these to be made available. Finally, we are seeking to have a display of a complete girls' and boys' uniform available for parents to view at the school.

Thank you for your continued support and as soon as we have further information for you regarding details from the suppliers (including price lists) I will write to you again.

Yours sincerely


Lesley Young
Headteacher

CHAILEY SCHOOL UNIFORM REQUIREMENTS FROM SEPTEMBER 2010 – YEARS 7, 8, 9 & 10

Compulsory Items - All Students

Navy blue blazer with school badge on pocket

- *Can be purchased from our suppliers. Students will be permitted to remove blazers during lessons should they wish.*

Shoes

- *Black leather or leather-like formal school shoes. Trainers, sandals, flip-flops, boots, mules or canvas shoes of any kind are not permitted. Please be advised that if girls' shoes have a heel, this should be a safe, sensible height for moving around a busy school, including up and down stairs.*

Compulsory Items - Boys

School striped tie

- *Must be purchased from school suppliers. Along with the phasing in which began in September 2009, the clip on version is compulsory for Years 7 and 8. Years 9 and 10 may continue to wear the traditional style of tie already purchased or (if parents wish) they may transfer to clip-on style. However, if students retain their traditional style of tie this must be worn correctly, i.e. ties are to be worn tied to the neck with the top shirt button done up and the broad side of the tie uppermost, which should reach down to the waist, i.e. not the current trend for a 'shortened' style.*

Plain pale blue tailored shirt

- *May be short or long sleeved, must be tucked in with top collar button done up. Any undergarment (e.g. vest or t-shirt) should be plain white and should **not** be visible.*

Trousers

- *Can be purchased from our suppliers. Plain, navy blue formal school trousers; to be worn fastened above the waist. Boys are to wear trousers properly, i.e. not very low down and any belt necessary should be plain black or navy with a normal and discreet buckle. Denim or casual trousers (e.g. combat-style) are **not** permitted.*

Plain navy blue or black socks

Compulsory Items - Girls

Plain pale blue tailored blouse with no tie

- *May be short or long sleeved. Should be school style **not** fashion type. These are to be worn properly fastened, i.e. not the current trend to wear the blouse as open and low-cut as possible. Any undergarment (e.g. vest or t-shirt) should be plain white and should **not** be visible.*

Knee-length navy blue multiple pleated school skirt

- *Can be purchased from our suppliers*

or

Plain navy blue girls' trousers

- *Can be purchased from our suppliers. Trousers should not have excessively wide flares or be the very tight-fitting 'skinny' style. Leggings or trousers which have the appearance of leggings are **not** permitted. Denim or casual trousers (e.g. combat-style) are **not** permitted.*

Plain navy blue or black tights/socks

- *Flesh-coloured tights or plain white socks may be worn in the summer*

Optional Items – for all students

V-neck navy blue school jumper with logo

- *Can be purchased from our suppliers*

PE Kit – for all students

Navy blue polo shirt (compulsory for Year 7; optional for all other year groups)
White T-shirt with school logo (retained for years 8-11 as alternative to navy blue polo shirt detailed above if desired)
Plain navy blue shorts or skirt
Navy blue football socks
Navy/sky blue reversible rugby shirt
Plain navy blue tracksuit or navy blue sweatshirt/jogging bottoms
White sports socks
Trainers
Shin pads
Football boots required for extra-curricular football (other students requiring boots will be notified by PE staff as necessary)

Equipment requirements

Pencils	Calculator (available via the website shop)
Ruler	Protractor and a pair of compasses
Pen/biro	Dictionary
Eraser	Rough notebook
Set of colouring pencils	Sketchbook
Glue stick (Pritt stick or similar)	

No Tippex or other correction fluid

Jewellery

Jewellery is not appropriate for school. However, one pair of gold ear studs and one small signet ring and a watch may be worn but, under Health and Safety regulations, these must be removed for PE, Technology and other practical subjects. We do not accept any other forms of piercing. Covering new piercings with tape is not an option. No other jewellery may be worn (i.e. necklaces, bracelets etc).

Parents are requested to ensure that any items that are not purchased from our suppliers match the stated uniform guidelines. Please refer to our school website or to our suppliers (Broadbridges in Haywards Heath; Intersport in Lewes or 'Get It 4 Schools' online) or your child's Student Support Manager should you require further clarification.

Uniform stockists:

Broadbridge's Ltd
2 Sussex Road
Haywards Heath
RH16 4EA

Intersport of Lewes
53 Cliffe High Street
Lewes
BN7 2AN

Get It 4 Schools
(online shop)

Tel no: 01444 413466
www.broadbridges.co.uk

Tel no: 01273 475235
www.gameforlife.co.uk

Tel no: 0800 612 9464
www.getit4school.com

Updated April 2010