

Contact: Mrs Smith

Ref: PKI/SN

27<sup>th</sup> September 2016

Dear Parent/Guardian

### Brooke Weston Academy Sixth Form Dress Code Expectations

I felt it was timely to write to you and restate the Academy's uniform policy. This should help you to avoid spending money on items of clothing which are **not** appropriate to be worn as part of our uniform.

The Sixth Form dress code is smart business attire. Students in Years 12 and 13 are expected to meet the professional business wear expectations as follows:

BOYS	GIRLS
Smart business wear trousers	Smart business skirt (no shorter than <b>3 inches or 8 cm</b> above the knee)
Smart cotton shirt with full length sleeves	Smart plain business ankle-length trousers (pinstripe acceptable, no cropped trousers or lycra trousers)
Smart formal tie (without logo)	Smart business blouse/shirt
Smart formal blazer (optional)	Plain smart classic cardigan (optional)
Smart Jumper (V-neck only - optional)	Smart formal blazer (optional)
Dark smart leather shoes (no boots or trainers)	Dark smart leather shoes (no boots or trainers)
No logos	No Logos

***\*Trousers must not be flared, bootlegged, skinny-fit or of Lycra or denim. They must be straight leg, with a centre crease. Zips and studs must not be visible.***

I would like to reiterate that jeans, cord trousers and training shoes are not part of the Academy uniform and should not be worn. Belts, if worn, should be plain, black with no studs or other adornments. Tops should not be off the shoulder and skirts and dresses not excessively tight. Trousers should be full length.

In addition to appropriate clothing, all students are expected to maintain a neat and tidy appearance with no extreme piercings, tattoos or hairstyles. Hair dye, if used, should be of a natural tone.

There have been times during this academic year when some students have chosen to fall short of these expectations. Let me be clear that should this occur, the most likely outcome is for your son/daughter to be put into internal isolation until the issue can be resolved, completing work set by their teachers. We will make an attempt to contact you in the case of uniform infringements as it might be possible for you to bring in alternative clothing that adheres to the Academy uniform outlined above.

We have tried to keep our expectations as straight-forward as possible to assist you in making the appropriate choices when purchasing new school clothes. It has never been our intention to have parents/guardians waste money on items that your son/daughter says are acceptable but which are not.

Yours sincerely

P Kirkbride  
Associate Principal