Ormiston Chadwick Academy
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Principal: Mrs J Lowry-Johnson BA (Hons)

Dear Parent/Carer

As we complete the end of another academic year, I would like to take this opportunity to thank you for your continued support in maintaining our standards and expectations. As we break for summer, I would like to remind students, parents and carers of our uniform, equipment and standards expectations that will be expected of all students when we return in September.

We understand that during the summer holidays students may wish to dye their hair, have their nails done or get piercings. However upon their return in September our uniform policy will still apply and students will be expected to fully comply with the policy. Meaning there are to be no extreme hair colours or cuts, no false nails or lashes of any type and only one piercing in each ear.

We believe that standards are an important part of our school identity and prepare students for their future. We have high standards and expectations for all of our students as this lays the foundations for success after leaving OCA.

We expect all students to be dressed professionally, wearing the full OCA uniform including a blazer, relevant coloured tie and school shoes; this helps to establish the correct attitude for learning and prepares students for professional work environments and experiences.

In preparation for the beginning of the new school term and academic year, we want to address standards and ensure **ALL** students are following the academy's policy and expectations. Any students not following these will be issued with a sanction.

In addition to this, we are looking at trialing students attending school in their PE kit on days that they have PE lessons. We intend for this to maximise lesson time by eradicating changing time or discomfort and improve the overall experience for students. We will communicate full details of how this trial will operate nearer the time, however, in preparation for purchasing enough kit, students will wear full OCA PE kit 2 days per a week. As it has been these past few weeks, student **MUST** wear the correct kit. With this change we are also looking at introducing an optional hoodie which will be black and embroided with the school logo.

School Shoes

As per the uniform policy, shoes must be plain black and carry no logos. They must be leather or a leather like material that can be polished. Training shoes (even plain black) are **not permitted**. If a student arrives to the academy in incorrect footwear then they will be asked to change into formal footwear provided to them for the day, or you will be asked to bring the appropriate footwear to the academy. Their inappropriate footwear will be taken until the end of the school day where they will be exchanged at 3pm. Please be assured that any footwear provided is clean and of good quality. We will not accept trainers as an alternative even if shoes are on order as we have an adequate supply of new shoes in school.

Ties

Students should wear their school tie at all times with the top button of the shirt fastened. **If they do not have a tie they must borrow a tie from their Head of Year and must return this at the end of the day.** Students will be asked to hand their phone into the phone boxes in return for a tie. Any refusal will result in a further sanction.

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Jewellery

The academy has agreed that **one** small ear stud may be worn in the **bottom** of each ear, no hooped earings for health and safety purposes. Students will be asked to remove their earrings if they do not comply with the academy regulations; this includes **removal of earrings from the top of ears**.

Apart from this, for Health and Safety reasons and to promote the general business-like values of the academy, no other jewellery apart from a wrist watch may be worn. This includes rings, neck chains that are on show, bracelets and facial piercings such as nose, tongue and lip studs are prohibited. If a student has jewellery on, it will be confiscated and placed into a zipped bag with their name on, this can then be collected from reception at the end of the day.

Coats

Coats may be worn to the academy and during break and lunch periods. Students are to remove their coats on the welcome mats situated at each entrance/exit around the academy. Whilst students move around inside the building, they are expected to carry their coat with them. If students have coats on inside the building, these will be asked to be removed.

Hooded or Tracksuit Tops

These are **not allowed** to be worn by students at all in the academy; this includes before and after school. Please do not send your child to school in one as these will be confiscated until the end of the school day.

The only exception will be the OCA hooded jumper alongside their OCA PE kit on the days they have PE.

Make up

The school does not allow the wearing of any obvious make up. Nail varnish is completely banned and we will ask for it to be removed if worn. Students are to have plain, natural nails. There is to be no colour or white tips. **Acrylic nails should not be worn at any time and students will be asked to remove these. Eyelashes, semi or permanent and drawn on eyebrows are not allowed** and students will be asked to remove them or rectify the matter before they can return to lessons.

Hairstyles

For Health and Safety reasons, and to support the general business-like values of the academy, we expect students to have reasonable hairstyles and colours. This means **no extreme colours e.g. pink, blue, purple or bright red or extreme styles such as a number 1 haircut (skin head), track lines, rollers or pin curls.** Any boy or girl with long hair that covers their faces, will be asked to tie it back either with a plain headband, bobble or clip. Girls can wear small ribbons in hair however these must be **black** or the **colour** of their tie.

School Bags and Equipment

During Morning Enrichment students will have their equipment checked. Any students failing to arrive to school without the correct equipment will be issued a sanction from their class teacher.

All students **MUST** bring a school bag to school every day. A 'School Bag' is defined by the academy as a bag which is suitable to carry books of up to A4 size, basic equipment and kit (including trainers/football boots) for other subjects.

They must all have a **clear pencil case** (these are the only type they can take into an exam) which must contain pens, pencils, ruler, rubber and highlighters. It is vital that students come prepared with the correct equipment to enable a swift start to their lessons and enable them to fully access their curriculum.



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It is a requirement for students to have access to a scientific calculator for their Maths and Sciences lessons. The model we recommend for students is the **Casio Fx83GT-CW**

Drinks / Sweets

Students are advised to bring a reusuable water bottle to school. They will be able to fill these up during break and lunch at the water fountains provided in the school canteen. Students will not be permitted to leave lessons to fill up their bottles.

Students are not permitted to bring fizzy drinks or energy drinks, chewing gum or large bags of sweets into the academy. These will be confiscated.

Mobile Phones

These are not permitted to be used on the school site and no student should have a phone out at any time during the day, including breakfast club and enrichments. If you need to contact your child or they need to contact you, this must be done via the school office.

As part of a mental health initiative, mobile phones will be handed in to form tutors each morning and stored safely in cabinets; they will then be returned to students during afternoon registration.

There will be zero tolerance on phones and **all** staff (teaching and non-teaching) will ask students for the phones if they are seen.

Any refusal to hand in phones will result in a further sanction. Any students found with their phone out during the school day will have this confiscated and parents/carers will be required to come to the Academy to collect at the end of the school day.

Passes

Students will only be issued a toilet pass once medical evidence from a doctor has been provided. This will be reviewed on a half termly basis. Any misuse of the toilet pass will result in it being removed from the student. All students must have renewed and up to date medical evidence before a new toilet pass will be issued.

Facilities and Learning Environemnt

It is important that students treat the school premises with respect. A lot of time, money and effort is put in to maintain a conducive learning environment. Any vandalism or damage caused will result in students completing Academy Service to rectify the damage and if required, you may be charged for the cost of any repairs or replacements.

Thank you for your continued support and cooperation in ensuring our high standards and expectations are maintained at Ormiston Chadwick Academy.

If you have any questions or any issues please do not hesitate to contact myself or your child's head of year.

Yours sincerely,

Miss R May
Head of Behaviour

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