



Our Ref: PLE/KHU/Uniform

Date: 18<sup>th</sup> May 2023

Dear Parents and Carers,

In this letter I want to set out some changes to our uniform policy that will come into operation from September 2023 and explain the expectations and actions around attendance that we must take to meet Government guidelines.

### Uniform

Following feedback from students, staff, and parents we have made some changes to our uniform expectations **from September 2023**. The existing expectations remain in place until the end of the Summer term but we wanted to communicate the below changes to support any purchases that you may be planning before the new Year. The updated list of uniform is below:

#### **Uniform:**

- Black tailored skirt (knee length – no tube skirt) or black seamed school uniform trousers (trousers should not be casual, denim, jeans, leggings, jeggings, chinos, or corduroy - the final decision on what is appropriate will be made by the school).
- White collared shirt.
- House tie.
- Plain navy blue or black socks.
- Black low heeled polished shoes or ankle boots (i.e. less than 6cm. Leather and polish-look shoes such as Air Force style are acceptable in school. For reasons of health and safety and smartness other footwear, such as canvas and coloured trainers, crocs or sliders are not permitted.
- Navy blue blazer with Academy logo (compulsory for all students).
- Navy blue V-necked sweatshirt with the Academy logo – (optional – to wear under the blazer during winter, not as a replacement). The school will announce when summer uniform rules apply and jumpers are no longer allowed to be worn.

#### **Sportswear:**

- Navy blue PE shorts embroidered with Academy sports logo.
- Navy quick dry polo with Academy sports logo.
- Trainers.
- White sports socks.
- Football boots.
- Navy blue socks.
- Navy or black tracksuit bottoms with or without Academy logo.
- Navy or black leggings with or without Academy logo.
- Navy skort with or without Academy sports logo.
- Navy PE half-zip top with Academy logo.
- Rugby shirt with Academy sports logo.

Navy P.E. sweatshirts and hoodies with Academy sports logo are no longer available to purchase and should not be worn. **Exceptionally**, students who study Btec Sport and GCSE Dance in years 10 and 11, may attend school in their Huxlow Academy PE uniform on the days they have these lessons. This is due to changing room restrictions. The half-

zip PE top may be worn around the Academy site on the days they study these subjects. All other legacy jumpers and hoodies are no longer permitted to be worn.

#### **Jewellery:**

Most jewellery is not considered suitable to wear for reasons of health and safety of students. This is with the exception of a watch, 'stud' earrings and one plain signet ring. Visible body piercing is not acceptable, and students will be asked to remove these. If students have body and/ or facial piercings, they will be expected to wear clear studs.

#### **Hair:**

Hair should be tidy and extreme hairstyles and colours are not acceptable. Hair should be tied back if requested for health and safety reasons during PE, Science and Design Technology lessons.

#### **Nails (varnish, gels, or false nails):**

Overly long false nails, gel and nail extensions are not acceptable for reasons of health and safety and practicality in accessing learning e.g., handling equipment, writing, and typing.

#### **Make-Up:**

Years 7 and 8 - Make-up is not acceptable to be worn at Huxlow Academy.

Years 9, 10 and 11 – A reasonable amount of lightly applied make-up is permitted.

False eyelashes that do not look natural are not appropriate to be worn at the Academy.

#### **Hats / Cover-up / Hoods**

Students cannot wear any cover-ups including hoods on the Academy site, unless for medical purposes by prior agreement with the headteacher.

All exceptions to the Uniform Policy for cultural or religious reasons should be discussed and agreed with the school in advance of being worn. The Headteacher will make the final decision on the suitability of a student's presentation at school.

I hope you find this update useful and it enables you to support us by ensuring that your child returns to school in the correct uniform form September. The full updated uniform policy can be accessed via our [website](#).

#### **Attendance**

As you will be aware we are constantly tracking and monitoring attendance at school and have a duty to act where students' attendance falls below the required level. Our attendance policy sets out clear actions that will be taken to improve student attendance and meet Government requirements. These actions include letters to parents and referrals to the Education and Inclusion Partnership Team for the issuing of fixed penalty notices.

Whilst I recognise that receiving these letters and notices can be upsetting, and often many mitigating circumstances can be provided, we are required to follow government guidance in a robust and consistent way. Our policy and the guidance clearly state that parents/carers do not have an automatic right to remove their son/daughter from the academy during term time for the purpose of a holiday. The Academy no longer authorises any holiday request during term time, the school will code the absence as unauthorised. The Academy reserves the right through the Education and Inclusion Partnership Team (EIPT) to issue Fixed Penalty Notices where a holiday is taken during term time. Individual cases of unauthorised absence are discussed with the EIPT who advise on when a fixed penalty notice should be issued.

We are committed to meeting our obligations with regards to academy attendance by:

- Promoting good attendance and reducing absence, including persistent absence.
- Ensuring every student has access to full-time education to which they are entitled.
- Acting early to address patterns of absence.

I understand the frustration that many of you have had regarding disruptions to school days and the pressures around cost of holidays outside of term time, but I am unable to support any holiday request during term time and will refer these to EIPT for advice. The ability of staff to manage and support your child's lost learning after an absence where only they are affected in a class is far harder than when supporting whole class absence that has occurred.

I hope this clarifies our approach to responding to absence requests and the letters and notices that will be triggered if your child's absence should fall below certain levels. Attendance is a key area of the School Improvement Plan and we will be instigating further actions to support you and our students to ensure they are all in school to access their education and wider opportunities as much as possible.

The full school Attendance Policy can be accessed via the [website](#).

Finally, I would like to congratulate the Year 11 and 13 on a fantastic start to their exams this week. They have arrived feeling prepared and ready to tackle the papers each day and it has been very pleasing to hear how positive they have been when they have left the exam rooms. The invigilators have also reported that their conduct has been exemplary. I wish them good luck for the remaining exams to come.

Yours faithfully



Mr Paul Letch  
Headteacher