

08 September 2016

Dear Parents/Carers

I am happy to report that our new system of vertical tutoring seems to have got off to a positive start and staff and students alike are looking forward to working together. You can expect a call from your child's new tutor over the coming weeks to check how things are going from your perspective.

The main reason for this letter is school uniform expectations. If you have a child in Year 8 - Year 11 you received a letter from Mrs Kelly in July via email, by post and it is on the school website, which clearly outlined our uniform expectations. I have attached it to this email for your reference. We have been pleased to see that the majority of our students have returned wearing exemplary uniform and we thank you for your support with this.

There are, however, a significant number of students, in particular girls, who are not meeting our expectations with regard to uniform. It is disappointing and is taking a considerable amount of time and effort to rectify on the part of our tutors and heads of house in phoning home and dealing with the students concerned. We will continue to pursue the issues and this may continue into next week. I am highlighting the key areas of the policy that are issues below:

Skirt

Plain black straight or A line skirt. **Knee length without splits***. Skirts must not be tight fitting, denim, cord or lycra material. A pleated skirt is also acceptable. **This has been amended – a split is permitted.*

Trousers

Plain black tailored trousers (**no visible zips**). The trousers must have a hem and not be frayed or have a wide or narrow bottom. Trousers **should not** be denim, cord, lycra material or hipster style. **The bottom of trousers should sit on the shoe and not cling to the leg.**

Shoes

Plain black shoes (not open-toe design, trainers, pump or canvas shoes, no stilettos, mules or sling backs, a proper heel not greater than 4cm - no coloured laces or stitching). Trainers are only allowed if accompanied by a doctor's note. **Please note boots are not allowed.** A Kickers style **shoe (not boot)** is permitted but lacing and stitches should be black.

Mrs Kelly was clear in her letter last year that just because your daughter had been wearing a particular pair of trousers or skirt that year and perhaps had not been challenged about it, this does not necessarily mean the school uniform guidelines were being followed. Please support us by ensuring that if you have a daughter in the school, you check the Uniform Policy, if you did not do so over the summer, and ensure that the guidelines are being adhered to.

A copy of the school's Uniform Policy is available from <http://www.notleyhigh.com/school-policies/uniform-policy> and this was posted out to you with the letter and an order form from our uniform supplier over the summer. We do not insist that uniform is purchased from our supplier, as we are mindful that this might constitute an unnecessary expense for parents/carers. We need and value your support as there is quite a variety of black skirts, trousers and shoes available that do not meet our criteria (which may even be promoted as 'school wear') which your son or daughter may much prefer to wear and pressurise you to buy.

Students who are not wearing uniform as per the school policy can expect sanctions to be applied as laid out in our Behaviour and Discipline Policy, two excerpts of which are below:

Expectations on uniform and orderly conduct are reinforced in assemblies and by focused drives. The school reserves the right to correct inappropriate or incorrect items of uniform by making contact with parents or by sending older secondary students home with notice to change. Students may be isolated from their peers to work on their own if they refuse to correct their uniform infringement or a parent/carer is unable to bring the correct uniform into school.

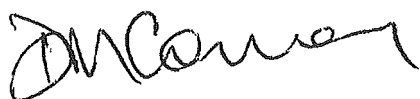
Also in line with the exclusion policy, the school will not tolerate persistent and defiant behaviours over time where sanctions and interventions have failed to bring about positive improvement.

In the most extreme cases of a student persistently refusing to follow school rules, a fixed term exclusion may be given.

We will continue with uniform checks and follow-up action, where necessary. Please ensure that your child is meeting our expectations as laid out in the policy and highlighted for your easy reference in this letter.

I thank you in anticipation of your support.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D Conway', written in a cursive style.

Mr D Conway
Headteacher