

SIXTH FORM - OFFICE DRESS CODE

We are a uniformed school and our expectations of smart dress extend to the Sixth Form. While we no longer require you to wear the full school uniform, we do expect you to look professional. The rest of the school looks up to you, and we are proud of our Sixth Form as role models to the younger students.

We recognise that many employers have moved away from formal office wear, but it remains our expectation for students in the Sixth Form. The code we have in place gives guidance to students on what would be appropriate dress for interviews and a professional life beyond school.

Students are required to adhere to the dress code throughout the school year, when studying in school during study leave, during the exam period and whenever visiting the school site (unless specifically guided otherwise.)

The Sixth Form Dress Code in its most simple form is summed up in this maxim:

You should be able to walk straight from school into an interview where the invitation reads 'Office Wear'.

To clarify, students should wear

- ❖ **A suit, shirt and tie**
- ❖ **Tailored trousers, dress or skirt with any combination of a shirt and tie, blouse, smart knitwear and/or blazer**
- ❖ **Tailored skirts and dresses must be of reasonable length, as you would wear to an office**
- ❖ **Smart, dark footwear (including boots) that would be acceptable in a formal office environment. They should be comfortable and practical for the normal school day**

and

- ❖ **Hair should be of a natural colour.**

Certain items of clothing are not acceptable at any time, unless you have a PE lesson. No denim, sportswear, loungewear, hoodies, t-shirts, casual jumpers or trainers please.

Dress code will be monitored by all staff, both in lessons and around the school. We follow the same procedure as the rest of the school for any transgressions:

- If a student isn't following the dress code, a member of staff will bring this to their attention and log it on SIMs
- If 3 issues are logged on SIMs within a term then an alert will be sent to both the student and their parents to ask them to address the issue and smarten up
- Should this alert not be acted upon and a further 3 alerts are logged, then a School Detention (after school on a Friday) will be issued
- If the dress code is blatantly disregarded on any one day then a student may be required to learn in a separate room rather than attend lessons as usual