

14 July 2016

Dear Parent/Guardian

As we come to the end of another school year, we would like to take this opportunity to remind you of some key points concerning uniform and equipment.

### **EQUIPMENT**

In preparation for learning, can we emphasise the point that, all students need to come to school with a bag, pencil, ruler, eraser and any other equipment necessary.

### **PLANNERS**

In preparing for learning, can we emphasise the point that, all students need to come to school with a bag, pencil, ruler, eraser, and their planner. Student planners are one of the first points of communication between home and school and an aid to your son's/daughter's organisational development. Please take the time to check and sign them on a regular basis and don't hesitate to inform us regarding any issues that may need to be addressed.

### **MOBILE PHONES**

Clearly, we recognise that most adults now carry a mobile phone and that they are seen as an essential part of modern living. We still need however to reinforce their appropriate use in school. As would be expected in any theatre, cinema or adult meeting, can you please emphasise that your son's/daughter's mobile should be switched off in lessons and kept concealed in their bag or pocket. If students are observed with mobiles in lessons, they will be confiscated by members of staff and placed in the school office for collection at the end of the day. Should there be a second occasion a letter will be given to the student and then the phone will have to be collected by parents. We are sure you can appreciate the potential disruption that a thousand mobile phones could make in an educational establishment and will support us in this stance. Can we respectfully ask if you need to contact your son/daughter during the school day, to do this through the school reception. At the same time students who need to make contact with parents should also go through the school reception.

### **MP3s / IPODS**

Technology has made music on the move a part of everyday life, but can you please remind your son/daughter that his/her music player should be switched off and concealed in their bag or pocket in lesson times. The same sanctions will apply to music players as mobile phones. Can we also remind you that students bring these pieces of sometimes very expensive equipment into school at their own risk and that the school cannot be held responsible for their loss, theft or damage under any circumstances. If you have any concerns regarding their safe-keeping they should either remain at home or be insured appropriately.

Headteacher: **Mr M. J. Wilkes**, CertEd, DipLM, NPQH

St Michael's Church of England High School • Rowley Learning Campus • Curral Road • Rowley Regis • West Midlands • B65 9AN  
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**ST MICHAEL'S**

**Church of England High School**  
*A Business and Enterprise College*

### **SMOKING**

There is a total Smoking ban in all public buildings, this is enforceable by the new law. Smoking on St Michael's premises including the grounds is strictly forbidden. Students who break this rule are liable to be fined through the courts and will be excluded from school.

### **BODY PIERCING**

Fashions fluctuate and recent trends in body piercing present us with a host of potential health and safety issues. In the workplace many organisations have a total ban on piercing as part of their corporate image and under health and safety legislation. As a Business and Enterprise College we are preparing our youngsters for the work place and as such can we respectfully ask you to dissuade your youngster from having any piercing in the first instance or at the very least to have them done at the time when they can heal appropriately to be removed for the school day (i.e. Summer holidays).

The school rules remain that a pair of gold or silver ear studs, one in each ear are the only safe and acceptable piercing for school wear, all others will need to be removed for the school fundamentally to comply with health and safety regulations.

### **UNIFORM**

We pride ourselves that St Michael's students always look smart and business like in their uniform and this has been remarked upon by many visitors to the school. Can we ask you to refer to our uniform lists to ensure our standards are maintained, as detailed in the school prospectus and student planner. A list can be requested from the school office if you are unsure over any items.

Shoes particularly can be an area of conjecture between youngsters, parents and ourselves. May we remind you that suitable shoes should be worn. Trainers of any kind should not be worn including black trainers sold as shoes.

Some girls continue to wear unsuitable shoes which again cause health and safety issues. Shoes must have full backs and fronts in order to comply with health and safety regulations and also the insurance cover the school provides.

No make-up or nail varnish should be worn. Any students who wear it will be instructed to remove it.

Hair accessories should be blue or black.

Belts should be black without any adornment, for example: studs, sequins, glitter etc and should be more to support trousers rather than as an additional fashion accessory.

Many youngsters like to add to our uniform by wearing caps or hats. These are fine in inclement weather, however there is no need for youngsters to attend school in caps or hats at any other time.

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The issues raised in this letter are meant to give clarification to some commonly asked questions. We try wherever possible to find sensible solutions to ensure students optimise their learning time and in so doing reducing the potential for disruption from crucial teaching time.

Thanking you in anticipation for your support, please do not hesitate to contact us if you have any concerns or queries.

Yours sincerely



Mrs J Gray  
Headteacher (*from 1 September 2016*)

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**School Uniform Policy**

- All students are required to wear school uniform
- School uniform has been designed to be simple, inexpensive, practical and smart.
- Special protective clothing is required in practical lessons on the grounds of hygiene and safety.
- Regulations covering other aspects of school uniform are described in the school rules.

School uniform can be purchased from A.Oakes Ltd Store or from the following website:

<http://www.schooltrendsonline.com/schools/StMichaelsCEHighSchoolb659an/>

- Health & Safety: Nose studs, eyebrow rings or bars and other facial jewellery (other than one pair of stud earrings) are not allowed.

Girls	Boys
Navy blue knee length skirt OR navy blue or black straight legged trousers, full length.	Dark grey or black trousers.
Navy blue blazer with school badge.	Navy blue blazer with school badge.
Light blue blouse with shirt collar.	White shirt.
School tie.	School tie.
Suitable black low heeled shoes (if lace up, they must be black laces). No open toes or backless shoes. <b>No trainers or pumps.</b>	Suitable black shoes (if lace up, they must be black). <b>No trainers or pumps.</b>
Appropriate outdoor coat in navy blue, black or grey.	Appropriate outdoor coat in navy blue, black or grey.
Apron for Design Technology.	Apron for Design Technology.
Plain navy blue V neck school pullover or cardigan (this is optional and available with gold/royal blue trim embroidered school name). <b>No motifs or fashion items.</b>	Plain navy blue V neck school pullover or cardigan (this is optional and available with gold/royal blue trim embroidered school name). <b>No motifs or fashion items.</b>
White socks or tights in natural, navy or black.	Black or grey socks.
Appropriate school bag in navy blue, black or grey.	Appropriate school bag in navy blue, black or grey.

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- Please note students will participate in football and hockey on AstroTurf so moulded studded football boots are recommended.

Girls	Boys
Plain white polo shirt with collar.	Plain navy blue shorts.
White sport socks.	Navy blue rugby shirt.
Trainers.	Plain white polo shirt with collar.
Plain navy tracksuit bottoms.	Plain navy football socks.
Plain navy blue sweatshirt.	Trainers and Football boots.
PE hooded top (available from A.Oakes Ltd).	Plain navy blue tracksuit bottoms.
Dance: Black leotard/cat suit/Fusion dance wear OR Plain white polo shirt/plain navy shorts. Dance trousers Jazz shoes (purchase from school).	Plain navy blue sweatshirt (available from A.Oakes Ltd).

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