

15 July 2024

Dear Parent/Carer,

I am writing to thank you all for your ongoing support during the last academic year. It has been a privilege to spend the year with both staff and students accomplishing so many things that I am sure you have been able to see via our social media channels.

We have shared some amazing experiences with yourselves and the students this year such as: Praise Assemblies, EI celebrations and progress evenings, as well as seeing the students undertake a number of offsite experiences over the year including sports events, field trips, catering competitions and theatre trips. Added to this has been the widening of our Key stage 3 curriculum offer incorporating 'hard' design and technology, drama and music. I am looking forward to seeing many of you at upcoming performances.

I would like to take this opportunity to thank those staff who are leaving us this year and moving onto new challenges for their commitment to the Academy during their term of service. We wish Miss Forbes (Library coordinator), Miss Hawes (English teacher), Mr Quayyam (DT teacher), Miss Wharry (SEND/CO), Mrs Burton (Exams Officer) all the best in their new adventures as they leave us at the end of this term.

We will also be losing a long standing member of the Academy staff who will have contributed so much to your child's education. Mrs Barker (Teaching Assistant) will be retiring at the end of this year. On behalf of our school and community I thank her whole-heartedly for her service.

I have spent the last two years with the staff at the Academy tirelessly striving to provide your child with the best education possible. As we continue to raise standards, I am outlining to you ahead of the return after the holidays the expectations I have of all students in the Academy. This is vital to your child having a positive return to school in September.

All Students in Year 7 and 11 are expected to return on Tuesday 3rd September 2024 at 8.20am prompt.

All Students in other years are expected to return Wednesday 4th September 2024 at 8.20am prompt.

The importance of attending on the first day is not to be underestimated by parents/carers. Ensuring your child has the familiarisation with any changes for the start of the year, being equipped with timetable and planner will enable them to be successful at the start of the year.

A list of Directors' names is open to inspection at our registered office.

Adhering to the expectations below enables us to be on the 'same page' in supporting your child and ensuring that we hold high standards to make a long standing difference to their life.

It is important for the Academy and pupils that the way pupils present themselves, is positive and is in keeping with a disciplined and well-ordered establishment. It is expected that all pupils will come to school every day in a neat, clean uniform, giving the message that our pupils take pride in belonging to their school. The support of families is essential to this process.

A smart uniform improves discipline, self-esteem and self-respect. Uniform focuses attention upon learning and away from distractions. So that all pupils have a sense of pride in their appearance, we ask that the uniform is worn appropriately and in its entirety as described below.

Pupils not adhering to the uniform code will be supported in ensuring they do not face consequences because of this. Pupils arriving to school in incorrect uniform will be supported to rectify this by loaning items of uniform from the school. Parents will be informed that this has taken place so they can assist with ensuring the correct uniform is worn in future. Repeated instances of incorrect uniform will result in a sanction.

On rare occasions, where medical conditions are evidenced to the school, there can and will be reasonable adjustments made.

Hardship

Our Hardship Fund is a discretionary source of financial help available to all registered full-time school students. This Fund is available to help students/parents who have difficulties in paying for uniform, shoes or sports equipment. Please see the Hardship Policy on the school website for details of how to apply for this funding.

Nail Polish

Nail polish and any type of false nails (including clear gels, acrylics, extensions, Shellac etc) are not allowed.

Jewellery and Make-Up

No jewellery is allowed except a wrist watch and a Medic Alert necklace or bracelet. Smart watches are not allowed in the school. If any student is thinking about having their ears pierced, or any other piercing, this should be done at the start of the summer holiday, as no students will be allowed to wear earrings or any other jewellery at any time.

Students with piercings **WILL NOT** be permitted to wear clear 'spacers' in the Academy.

Noticeable make-up is not allowed, any make-up must be discreet. The decision as to what qualifies as discreet rests with the Principal and Executive Principal of the individual school. False eyelashes are not to be worn and henna is not allowed.

Hair

Hairstyles should be sensible and not cause distraction and hair colour natural. Please check with your child's Learning Manager before considering any dramatic changes to style or colour. No offensive patterns should be shaved into hairstyles. No scarves or bandanas are allowed (unless for religious reasons). Hair accessories can only be worn in the hair and must be black or school purple.

As part of the Outwood Family, the uniform consists of the items below, and must not be altered in a way that changes the style of the item.

Required Uniform

- School or plain white, long or short sleeved, shirt with a stiff collar
- School or tailored trousers, skirt or tunic dress - black (see below)
- Outwood clip-on tie
- Outwood jacket - black, with school logo
- Plain black socks (with trousers only) or 40 denier plain black tights (with skirts)
- Plain black shoes - no trainers, boots, pumps or canvas shoes will be allowed (see Shoe Policy above)

Trousers

- must be plain black and in a tailored formal style;
- must not be cropped, tight/skinny fit, made of stretch or patterned fabric.

They should not have decorative buttons, buckles or fashion belts;

- jeans, flares, cargo or bootlegged trousers, tracksuit bottoms, jeggings or leggings are not acceptable.

Skirts

- must be plain black and in a tailored formal style. Skirts may be A-line, pencil or pleated (twin, knife or box pleat);
- tight-fitting, tube skirts are not acceptable;
- must sit on or just above the knee;
- must not be made of jersey, stretch or patterned fabric;
- must be worn with a minimum of plain black 40 denier tights.

Optional Uniform

- Plain black V neck or school V neck jumper - sleeves need to be full length.

Shirts, Jumpers and Jackets

- Jackets must be worn with the sleeves down
- Sleeves on shirts, jumpers or jackets must not be rolled up at any time
- Shirts must be tucked in

- Only badges agreed by the school may be worn on jackets. Other badges, e.g. charity badges, must only be on outdoor coats or bags
- Consequences can/will be issued for any uniform misdemeanour

Ties

Ties must not be defaced with writing or by pulling threads. Pupils will be asked to buy a new tie if they are damaged in this way.

Shoes

Only plain black shoes are allowed to be worn with the uniform. The shoes should be free from embellishments and decorations (including 'Viviennes') No trainer-like shoes, boots, pumps or canvas shoes (including 'Vans') will be allowed. Heels should be no higher than 2.5cm/1 inch.

If students are not wearing the correct footwear they will be expected to borrow a pair of shoes from Student Services/Learning Manager - the shoes will be treated with a hygienic spray before each use.

Outdoor coats

Outdoor coats should be fit for purpose and have no large logos. They are not to be worn inside. Please note that hoodies, fur, denim and studded leather jackets are not allowed. We also recommend that children who walk, scoot or cycle to school wear an item with high visibility, particularly in the darker winter months.

Bags

Students require a school bag which is large enough to fit a school planner, A4 Workbooks and PE kit. **This must be brought to the Academy EVERY day.**

PE Uniform

Required PE Uniform

- School Purple polo top
- Purple/black school games top
- Black plain shorts/skort
- Plain black knee length games socks
- Trainers - Non-marking sole with a good grip and with laces/velcro, providing support to ankle & foot

Tights

Tights must be plain black, opaque (not patterned) and a minimum of 40 denier. Nothing else should be worn on top or under the tights such as additional socks.

Essential Equipment

All students will need a pencil case including pen, pencil, ruler and rubber. This will be checked on the gate each morning along with a planner and their bag.

Where your child is unable to follow the expectations identified above we will contact you for your support in correcting the issue that has arisen.

Thank you for taking the time to familiarise yourself with this information. Please do not hesitate to get in touch with the Academy over the remainder of the term. I will write to you all in September to provide you with the key contacts for your child, outlining the Pastoral and Senior teams as well as the SENDCo contact details.

I look forward to seeing you early in the new academic year, have a wonderful, safe and enjoyable summer together with your families and friends.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'J Rhodes', written over a horizontal line.

Mr Jason Rhodes
Principal