

24<sup>th</sup> July 2017

Dear Parents/Carers

We continually strive to raise standards and aspirations of all stakeholders and as such will be reviewing and revisiting some of our important policies and practices (accessed via our website) across the college with a view to moving us further forward in September. I very much appreciate your support in reinforcing and upholding these policies.

We therefore have a culture of full responsibility for choices and mistakes. This means there are no excuses. It is vital to distinguish between excuses and valid reason. To do so, we ask two clear questions. How fully was the choice in the child's control and to what extent could they have chosen differently?

**We expect the best because we want the best for your child.**

### **UNIFORM**

We are determined to maintain a high standard of uniform with all of our pupils. Many jobs require their employees to wear a uniform and wear it correctly as part of their roles and responsibilities. In preparation for the world of work, uniform in college is equally important to us and creates a sense of identity and belonging. This is a reminder of our standards and expectations to ensure all pupils are looking smart in September and abiding by our uniform code. **Regardless of uniform worn previously, these are new standards and expectations for September. Would you wear it to a job interview?**

- Top buttons must be fastened and the tie must have a minimum of six stripes showing.
- Only standard school trousers are permitted. No jeans or skinny/fashion style trousers.
- Skirts should be knee length and no shorter. No lycra or stretch skirts.
- No extreme hair fashions – brightly coloured, dyed. Short haircuts **MUST** be grade 2 or above. There should be no tramlines or shaved eyebrows.
- Black or navy blue coat to be worn outdoors only – no hoodies or tracksuit tops.
- Only pupils in Key Stage 4 are permitted to wear **discreet** make-up. Key Stage 3 pupils should not wear any at all.
- One pair of gold or silver studs in the lower lobe only and must be removed for PE lessons. No other piercings are permitted.
- False nails and gel nails are not permitted due to health and safety reasons and will be removed.
- **Formal black school shoes should be worn** – no trainers, canvas pumps, trainers or work boots. Shoes should be **plain black only**.
- A **school bag** that will hold an A4 folder is essential. Please do not allow your child to have a large handbag for college.
- All pupils must wear full college uniform on the way to and from college.

**Further details as well as examples of correct and incorrect uniform can be found on our website at [www.etoncollege/uniform/](http://www.etoncollege/uniform/).**

**The Headteacher's decision will be final in all matters relating to uniform, jewellery and hairstyles and pupils will be isolated should they not meet our expectations.**

## **MOBILE PHONES**

Etone College is a NO MOBILE PHONE SITE for Years 7-11. This also includes any other mobile or electronic devices such as tablets, smart watches and digital cameras. These devices can lead to safeguarding, child protection, bullying or data protection issues with regard to inappropriate capture or distribution of images of pupils or staff.

Should a mobile phone/device be heard or seen, it will be confiscated for collection by the pupil at the end of the day. Should a mobile phone or device be confiscated three times, parents/carers will be contacted to arrange collection. Should this be repeated, the phone/device will be confiscated and kept securely for one week. Please support us in safeguarding our pupils.

## **ATTENDANCE**

Attendance is vital in maximising achievement and potential in any workplace. **We expect pupils to have 100% attendance.** Anything less than this leads to involvement with an attendance welfare officer, home visits and a potential fixed penalty notice.

Please support your child to maximise their potential by ensuring that they attend college every day. (Absence from college = lost learning time = underachievement).

Punctuality is also an important life skill which pupils need to perfect in preparation for adult working life. All pupils **must** arrive to morning registration for an **8.50am** start. **Gates will be closed and locked at 8.45am.** If a pupil arrives after that time, they will have to enter the college site through the late gate where **a detention will be issued. (Failure to attend the detention or 3+ late marks in a week will lead to a 1 hour after college detention)**

## **HOMEWORK**

Homework is an integral part of a child's learning experience and we recognise the value of homework in consolidating and extending work done as well as in preparing your child for what is to come. **We expect all pupils to complete all of their homework and on time.**

All pupils are provided with a homework timetable and are required to record homework in their planner with an agreed deadline for completion. Please continue to check your child's planner regularly. Failure to complete homework could result in a **same day detention** being set.

We encourage parents/carers to support us in encouraging pupils to complete their homework. A copy of our homework guidance is available to download from our website

## **EQUIPMENT**

**We expect all pupils to arrive in lessons ready to learn.** Pupils should bring their planner to college every day along with a pencil case containing the following equipment:

- Pens (black/blue/green ink)
- Pencil (& sharpener)
- Ruler
- Rubber
- Scientific calculator (Casio FX83 or 85)

Yours faithfully



**Mr I Smith**  
**Headteacher**