

Attendance and Punctuality

Students must be outside their tutor rooms before 8.25am and seated in their tutor room by 8.25am. **Lateness** will lead to loss of break and privileges. We reserve the right to set formal detentions for lateness – this will be recorded after 3 late arrivals. All students are expected to maintain AT LEAST **97%** attendance. Any attendance below **94%** is unacceptable, will require medical evidence for any absence and maybe referred to the local authority.

Following amendments to the Education (Pupil Registration) (England) Regulations which came into effect from 1st September 2013 and reaffirmed by the high Court in May 2017, fixed penalty fines will be issued to any parent who takes their children out of school unless the Headteacher has authorised this, because of "exceptional circumstances".

Uniform

All students are expected to dress in full school uniform at all times on the premises and whilst travelling to and from school.



School uniform supplier is Stevensons (<https://www.stevensons.co.uk/>). Items that are only available from Stevensons are marked with a †

All Students must have:

- Blazer†.
- Sky blue shirt
- School clip-on tie†
- Smart black trousers† (Other retailers are acceptable providing they are of the same material and design).
- Black ankle socks or tights (at least 30 denier)
- Smart substantial shoes (that fully enclose the feet.). Please see additional guidance below.

Students may choose to add:

- V-neck jumper† (for winter wear)
- Females have the option to wear a black, pleated school kilt† or black school trousers. They will only be able to wear a kilt that is of the same design and material as that obtainable from our main supplier, Stevensons.
- A black or navy outdoor coat for wearing to and from school and outside only.

For P.E. students must have:

- Sports shirt†.
- Hoody†. †
- Navy blue shorts.
- Football socks/white socks (for summer).
- Suitable trainers.
- Football boots (required for boys, suggested for girls).

Students may choose to have:

- Spare socks.
- Navy tracksuit bottoms.

PE uniform:

- Football socks (Winter)
- White socks
- Shorts (appropriate size)
- Poole High Polo shirt
- Poole High Hoodie
- Track suit bottoms (Plain navy blue only!) NO LOGOS or Adidas stripes

PE Uniform



COVID 19 adjustments for cold weather, as students are wearing PE uniform in class all day:

- SPORT (Plain Blue or Black) Leggings. However students **must** wear shorts over the top. If shorts are not worn over the top, students will lose the option to wear leggings in PE lessons.
- Plain Blue or White Under armor or skins clothing. However they **must** wear their PHS Polo top over the top.
- Plain coat will be allowed to be worn in extreme cold weather as there is no indoor teaching space. But we expect this will be in late November and December onwards.



Which shoes are acceptable?

Black substantial shoes that protect feet fully – black plimsolls, walking boots, canvas shoes or slip-ons are not acceptable and are not adequate footwear in inclement weather. They are also insufficient protection in technology and science lessons. Trainers are not permitted.



Acceptable School Shoes – September 2020



Material: Leather or leather-like material that provide as much protection from the inclement weather.
Soles: Flat soles made from sturdy material that provide a bridge between the foot and floor.
Coverage: Heel, side and front of foot must be covered.



Unacceptable School Shoes – September 2020



Material: Suede and canvas are not permitted.
Soles: Heels more than one inch in height are not permitted nor trainer like soles.
Coverage: any gaps between sole and front, peep toe, ankle straps are all not permitted for health and safety.



Which trousers are acceptable?

Smart tailored black trousers – from Stevensons or any other retailer providing they are of the same material and design. No other design or material will be acceptable i.e. skinny trousers, jeggings, jeans, chinos etc.

Which skirts are acceptable?

Kilts as sold by Stevensons, these must be black pleated material and not Lycra or stretched fabric and worn at knee length at all times. They must be no higher than two inches above the knee when standing. Please ensure there is enough room for growth during the year as they will be unacceptable once shorter than this. Pleated skirts with a dropped waistband are NOT permitted.

What if my child loses their clip-on tie, is the old style tie still acceptable?

The old style wrap around ties are NOT permitted. Replacement clip-on ties may be purchased through our main supplier, Stevensons. Alternatively, you may wish to purchase through the schools wisePAY system or by cash from our main school reception.

What happens if I do not wear the correct uniform?

Any student who fails to attend in the appropriate uniform/shoes will be temporarily loaned both uniform and footwear. There are no exceptions to this. Should we run out of uniform, we will request parents attend school to bring in the correct uniform.

Students are expected to wear their uniform with pride at all time on route to and at school. This includes:

- Shirt tucked in
- Top button fastened
- Clip-on tie attached to top button
- Blazer sleeves unrolled
- Skirt not rolled up
- Blazers must be worn at all times except when given permission to remove them by a member of staff
- Coats and jackets must be removed once you enter the school buildings – additional guidance below
- Hijabs – if worn, must be plain black or blue with a school tie worn beneath.

Students should avoid wearing make-up to school. However, a small amount of discreet make-up is permitted. It should be sufficiently discreet so as not to be obviously noticeable. Heavy and highly visible make-up is **not** permitted. Any extremes of fashion including hairstyles, hair colours, false/acrylic/gel nails, false eyelashes and fake tan and nail varnish are not permitted in school. The final say on whether make up or a hairstyle is unacceptable lies with any senior member of staff.

Acceptable School Coats – September 2020



Material/style: We highly recommend waterproof/resistant in a plain black or navy colour. If your child walks or cycles to school reflectors within the coat are essential for the winter months.



✓ Dark/smart in colour



✓ Reflectors for winter



✓ Good coverage (with hood)



Unacceptable School Coats – September 2020



Material/style: Leather, denim, hoodies (branded or unbranded), shiny black material. A hoodie must not replace a blazer/coat to and from school



✗ Denim/leather Jackets



✗ Hoodies



✗ Shiny/wet look material, inappropriate patterns



Jewellery

Small studs are the only ear-rings allowed, one in each ear lobe. Clear retainers or plasters over the top of piercings are not permitted. **No other piercings or jewellery are allowed including rings, bracelets and necklaces.** Students are reminded of this rule at the beginning of the year and if found to be wearing jewellery they will be isolated for the remainder of the day.

Mobile Phones

Whilst students are permitted to have mobile phones or other electronic devices on their way to and from school, once on the school site and past the blue school gates they must be switched off and in the bottom of the school bag. In addition any associated ear phones must be removed from the person and placed into the bag. If students are seen using the mobile phones or if they are visible in pockets beyond the school gates they **will be confiscated**. Phones on silent and in pockets will be considered to be in use. Phones should only be switched on once students leave the school site. A confiscated phone/electronic device will be handed to the ISU. If a phone is confiscated for a second time it will **only** be returned to a parent. If a phone is confiscated for a third time the student will **not** be able to bring a phone with internet capacity to school.

Additional Possessions

All possessions brought to school are 'at the owner's risk'. Valuable items should be left at home; but parents are advised to insure musical instruments and bicycles – bicycles must be individually locked with a padlock and chain or 'D' lock. They must also be properly maintained and in road worthy condition. Wearing a cycle helmet to and from school is compulsory for the safety of our students.

Scooters and skateboards **MUST** not be ridden on the school site beyond the security barrier. Scooters and skateboards brought into school are 'at the owner's risk' and must be locked. Scooter and skateboards are not permitted to be stored in classrooms or year offices.

Equipment

*Every student **must** have a fully equipped clear pencil case to include pens (minimum of 3 x black, red, green), pencils, a protractor, a pair of compasses, a scientific calculator, a ruler, their student planner, a reading book and any other useful equipment requested by their teachers. They need this **every day**.*

Student Planners

Students MUST **not** graffiti or deface the planner they are given; it remains school property and should be treated with respect. Students will be asked to replace the planner at a cost of £3 should this be deemed necessary by **ANY** member of staff.

Every student must record all home learning into their planner or their next steps. Each planner MUST be seen and signed by their form tutor and a parent or guardian on a weekly basis. IT IS THE STUDENTS RESPONSIBILITY TO ENSURE THIS HAPPENS.

Parents/guardians/carers may use the planner to write notes to staff, and staff will regularly use the students' planner to write notes home. **If, for some reason, a student does not have a planner they must obtain a temporary daily sheet during registration.**

Student movement around school

- Students are not permitted to enter corridors during break or lunch unless for exceptional circumstances
- Students are not permitted to eat or drink whilst in corridors
- Students are asked to keep to the left when moving between lessons and keep noise level to a minimum
- Students are not permitted out of class during lessons unless permission has been given by their class teacher.

Detention Information

The Behaviour for Learning Policy makes it clear that a detention is part of the school's discipline system hence the Courts, at all levels, will support the school's right to detain a student. We do not legally need to gain your consent or inform you beforehand that we have set a detention. Detentions will be set via the student planner. The sticker will be put in on the **day it is to be served** and MUST be signed by parents/guardians/carers.

Attendance at detention cannot be rearranged for personal reasons – formal detentions will be set for sixty minutes and may be set on the day. There is no legal requirement to give 24 hours' notice but we will endeavour to do this if possible.

Students must have a fully equipped pencil case and planner. Complete silence will be maintained throughout all detentions and a form explaining the reason for the detention will be completed by the student and signed off by a member of staff.

Unacceptable behaviour in the detention room may result in an exclusion from school.

Please refer to the Behaviour for Learning Policy for further details.