



THE WESTLEIGH SCHOOL
Aspiring & Achieving Together

Personal Presentation Policy

Policy Originator:	T Kearns
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All students at The Westleigh School are expected to wear our approved school uniform, which is both smart and practical. We believe that this provides our students with a sense of identity and promotes a belonging within our school community.

At The Westleigh School, we believe that first impressions are important and for this reason, we expect our students to present themselves in a smart, business-like appearance at all times. By consistently wearing our school uniform to the highest standards, students are not only presenting a positive image of our school community, but also of themselves as individuals.

In order to meet the required standard, students are expected to wear our school uniform correctly, e.g. shirt tucked in, top button fastened, school tie correctly worn and blazer sleeves rolled down.

Furthermore, in meeting the expected standard for Personal Presentation, students must conform to the following requirements:

- Hairstyles which are considered extreme in any way are **NOT** acceptable e.g. shaved heads, patterned shaving, 'mullet' cuts, unnatural or two-tone colours
- Hair extensions, tight plaits and beadings are **NOT** allowed
- Haircuts shorter than a No 2 blade are **NOT** allowed
- Excessive use of make-up is NOT acceptable – students wearing makeup which is plainly visible will be expected to remove it
- Nail varnish and the wearing of false nails is **NOT** allowed
- Piercings of any description, other than stud earrings are **NOT** allowed. Only one pair of stud earrings can be worn on the ear lobe.

With regards to jewellery and personal items, students are allowed to wear a watch, a **small** ring and **one** pair of stud earrings, which must be worn on the ear lobe. No other jewellery, piercings or personal items are permitted.

For Health & Safety reasons, the wearing of jewellery or personal items is **NOT** allowed during PE lessons.

IN ALL CASES, STUDENTS NOT CONFORMING TO WHAT THE SCHOOL CONSIDERS TO BE ACCEPTABLE WITHIN THE CONTEXT OF OUR SCHOOL POLICY ON UNIFORM AND PERSONAL PRESENTATION WILL BE ISOLATED UNTIL THE ISSUE HAS BEEN RESOLVED

CONFISCATION

If any student is seen to be wearing more jewellery or personal items than is allowed in line with our policy on Personal Presentation, the member of staff concerned will confiscate the item in the first instance. The item will be put into an envelope, clearly labelled with the student's name and it will be placed in the school safe in the Pastoral Hub.

Students will be allowed to collect the confiscated item at the end of the same school day from the Pastoral Hub. If any item is confiscated from the same student on more than one occasion in any half-term, Parents/Carers will be asked to collect the confiscated item from school.

Uniform & Equipment

All students are expected to wear our school uniform as required:

Boys' Uniform	Girls' Uniform
White shirt Westleigh School tie (year colour stripe) Black tailored trousers Westleigh School blazer with badge Westleigh School jumper (optional) White or black socks Sensible, plain black shoes Plain black, dark grey or navy outdoor coat (optional)	White shirt Westleigh School tie (year colour stripe) Westleigh School skirt (knee length) or Westleigh School black tailored trousers Westleigh School blazer with badge Westleigh School jumper (optional) Grey socks or plain grey/black tights Sensible, plain black shoes Plain black, dark grey or navy outdoor coat (optional)

Shirt	This MUST have a top button that is fastened at all times.
School Tie	Academic Year 2020/21 the colouring system is:- Year 7 = Purple Year 8 = Silver Year 9 = Maroon Year 10 = Green Year 11 = Blue
Boy's Trousers	This item MUST be a tailored style and must NOT be denim, 'skinny', 'slim fit' or tightly fitting.
Girls' Skirt	This item is a bespoke, grey tartan/checked skirt, which is worn knee length. This item MUST be purchased from our approved suppliers.
Girls' Trousers	This item MUST be a tailored style and must NOT be denim, 'skinny', 'slim fit' or tightly fitting.
Jumper	This optional item is only available from our approved suppliers
Footwear	This MUST be a plain black shoe without logos – boots, sandals, pumps, training/sports shoes, sports brands or high heels will NOT be allowed. Any shoe above the ankle is classed as a boot.
Outdoor Coat	This optional item must NOT have any highly visible logos which are coloured (e.g. white, red, green, orange or yellow) – sweatshirts or hoodies are NOT allowed to be worn as an outdoor coat

Students must NOT wear any of the following items: hoodies, sweatshirts, baseball caps, boots or trainers

All students at The Westleigh School are expected to have basic equipment with them every day to ensure that they are ready for learning:-

Planner	This is issued to every student – students MUST have their plan for every lesson.
Equipment	All students MUST have following items on a daily basis: <ul style="list-style-type: none"> ▪ School bag – large enough to carry books and equipment ▪ Pencil case with pen, pencil, ruler, rubber and coloured pencils
Reading Book	Students MUST have an age appropriate reading book with them every day

PE KIT : 2020/21

All students are expected to have the required PE kit available from our approved suppliers:

2020/21 YEARS 7 & 8 STUDENTS ONLY

- Black and grey with maroon piping shorts or skort (for girls)
- Black and grey with maroon piping and school badge polo shirt with 3 buttons **OR** fitted V-neck polo shirt
- Black and grey with maroon piping ¼ zip sweater
- Black and grey turnover top
- Maroon edging long socks
- Trainers suitable for indoor and Astroturf use – Converse & Vans style pumps are **NOT** allowed

Additional Compulsory item for girls' dance

- Dance leggings – black with grey detail

Optional

- Skinny jogger – black and grey piping
- Base layer top and trouser (skins) - black

EXISTING PE KIT FOR YEAR 9 – YEAR 11 STUDENTS ONLY

Boys' Outdoor PE Kit	Girls' Outdoor PE Kit
<ul style="list-style-type: none"> ▪ Maroon reversible rugby shirt with the Westleigh School badge ▪ Black tracksuit bottoms with the Westleigh School badge** ▪ Black rain jacket with the Westleigh School badge** ▪ Studded boots (when required) <p>**these items are optional requirements for the Boys' Outdoor PE Kit</p>	<ul style="list-style-type: none"> ▪ Black rain jacket with the Westleigh School badge* ▪ Black tracksuit bottoms with the Westleigh School badge* <p>*these items are compulsory requirements as they are the only items required for the Girls' Outdoor PE Kit</p>
Boys' & Girls' PE Indoor Kit	
<ul style="list-style-type: none"> ▪ Black shorts with the Westleigh School badge ▪ Maroon polo shirt with the Westleigh School badge ▪ Maroon socks ▪ Trainers suitable for indoor and Astroturf use – Converse & Vans style pumps are NOT allowed <p style="text-align: center;">Any Y7-Y11 student purchasing NEW kit MUST ensure that this is the new kit</p>	

Please be aware that studded boots are essential for boys' outdoor lessons as training shoes **DO NOT** provide a sure enough footing on wet grass.

Students **MUST** wear the correct PE kit for all lessons and students may shower after every lesson if they wish to do so.

Students are encouraged to bring their tracksuits for outdoor lessons.

If students are unable to participate as a performer they are expected to bring a note to their lesson and must still bring their PE kit so that they can participate within another role ie coach / umpire / official.

Parents and Carers are encouraged to ensure that all items of school uniform and equipment are clearly labelled with the student's name

