

EMMANUEL COLLEGE

UNIFORM POLICY 2022-23



We want our students to feel a sense of belonging to our College community. Uniform provides a sense of identity, prevents bullying and promotes our College's excellent reputation. By proudly wearing our College uniform each day the excellent reputation that everyone benefits from is maintained. Wearing a professional and business-like uniform in a smart and tidy way helps to ensure students do not feel excluded from a particular group and helps prevent a feeling of being inferior to others because of fashion statements or perceived wealth.

There are also many sound, practical reasons for having a uniform. The most obvious is that it removes the burden of having to decide what to wear each day. Wearing the correct daywear and PE uniform also ensures that students are dressed ready to engage safely in all aspects of the curriculum.

Parents and carers are responsible for ensuring that students have the correct uniform made available to them. Students have a responsibility to ensure that their uniform is always worn smartly and in line with the uniform code set out below; this includes when travelling to and from College. Parents must ensure that all equipment, bags and clothing are clearly labelled with the student's name.

Uniform Code Year 7-11

Shoes

All students must wear plain, sensible black shoes which can be polished (patent leather is not acceptable). Shoes with distinctive fashion features such as buckles and coloured stitching, tags or logos are not permitted, and neither are boots, trainers, ballet pumps, moccasins, or shoes with heavy sole cleats. No shoe may have a heel of more than one inch, measured where the heel meets the instep. For safety reasons, the top of the foot must be fully covered by the shoe. Shoelaces must be black and firmly tied so the shoe is secure on the foot (for examples, please see guidance on the school website).

Socks and tights

When wearing trousers, socks should be plain black or dark grey with no logos. Socks should not be trainer socks in style and should come to, or above, the ankle. Skirts should be worn with plain black tights (40-70 denier) or with plain white ankle socks.

Coats

Coats must be plain, dark colours. Outdoor wear must not be worn under blazers and hoodies are not to be worn. Coats must not be worn inside the College building during the College day. They may be worn outside at lunch and breaktime in colder weather. Coats should be hung up tidily in tutor rooms or stored in school bags.

Bags

Bags for College, including PE and packed lunch bags, must be black in colour with minimal logos. College bags must be strong enough to protect valuable textbooks and exercise books, and for students in Years 10-11, their laptops. They should be large enough to carry a full day's books and A4 files. There are two acceptable styles of College bags, both of which are designed to avoid back problems: backpacks (with two straps) and cross body bags. 'Handbag' style bags, totes or stringed bags (such as plastic sport shop bags) are not permitted.

Jewellery and makeup

Items of jewellery, including body piercings, are not permitted. Makeup, including fake tan, tinted moisturisers or any product which alters the colour or tone of the skin, is not permitted, and neither are tattoos or henna patterns.

Last reviewed: June 2021

Approved: Aug 2021

Next review: June 2022

Eyebrows should not be shaved or patterned. Fashion accessories such as nail, hair or eyelash extensions are not permitted, this includes nail polish. Hair bobbles or elastic bands are not to be worn as bracelets. Clear lip balms may be used but must not be applied during lesson time. Students are permitted to wear a simple watch to tell the time but are not allowed smart watches and should not bring expensive watches into College.

Hairstyles

Our expectation is that students will wear hairstyles that are smart, business-like and safe to engage in all aspects of the curriculum. This means avoiding more extreme styles, including those with significant steps in lengths, hair that is sculpted or tattooed and unnatural hair colourings.

Hair must be fully tied back with a navy, black or burgundy band, if it is long enough to do so. Plain metal hair grips are permitted but all other hair accessories are not permitted. Fringes should be worn so that they are above the eyebrow.

Further guidance on how the uniform must be worn

The Emmanuel College uniform guide (see below) outlines uniform requirements for daywear and PE, indicating which items must be bought from the school uniform shop. The bullet points below provide detail regarding how the uniform is to be worn:

- Trousers should be pulled up properly, using a plain black belt if required.
- Skirts must touch the top of the knee, or be longer, and must not be rolled at the waist.
- Ties are to be worn smartly so that all shirt buttons are covered.
- Shirts must be kept fully tucked in with all buttons fastened, including the collar.
- Blazers are to be always worn in the building, including during lessons and when stepping out of a classroom. Students may only take off blazers when agreed by their teacher.
- Blazer sleeves should not be rolled up, and blazers must be buttoned up for assemblies, and must have two buttons.
- Other personalised items, however small, such as pin badges, charity bracelets and temporary tattoos are unlikely to be permitted and students should be prepared for this when coming to College. There are a small number of items that may be allowed to be worn by the whole College at times of the year and these will be clarified with students in advance.

Religious dress

Head coverings including turbans are permitted to be worn but should be plain black or burgundy and should be worn so that the College blazer or tie is not obscured.

Other manifestations of religious belief may be permitted in some circumstances. In such cases, a request must be made to the Principal. Requests must be made in writing and must contain statements from both the student and a parent or carer which explain clearly the reasons for the request. A meeting with the Principal may follow before permission is granted.

Breaches of the uniform code

Standards of uniform are checked each day when students arrive to College. If they are asked to amend an element of their uniform, for example if a shirt has become untucked, this will be addressed by the teacher and student will be asked to amend this immediately and recorded in their study file. If a student is purposefully breaching the uniform code e.g. their skirt is rolled or their tie is not tied correctly, they will receive an immediate detention. Where a uniform breach cannot be rectified in College, students will be sent home and not permitted to return until the matter is dealt with. Parents will always be informed before this action is taken.



EMMANUEL COLLEGE DAYWEAR YEAR 7-11



	Fit Guide	For Year Groups	Required?	Sizes Available from EAS Schoolwear (see web listings for all size options)		Picture	Available from:	
				From	To		EAS	W
Blazer	TRUE FIT	7-11	E	Chest 27"	→ Chest 48"	1	EAS	
Plain White Shirt/Blouse (long/short sleeve)	TRUE FIT	7-11	E	Shirt: Collar 11½"-17½"	Blouse: Chest 22"-46"	2	EAS	W
Emmanuel Tie Yr7-9 (2-colour stripe)		7-9	E	One Size		3	EAS	
Emmanuel Tie Yr10-11 (4-colour stripe)		10-11	E	One Size		4	EAS	
EC Male Grey Straight Leg School Trousers ¹	TRUE FIT	7-11	E	Waist 24"	→ Waist 46"	5	EAS	See Note 2
EC Female Grey Straight Leg School Trousers ¹ or ...	TRUE FIT	7-11	E	Waist 22"	→ Waist 40"		EAS	
EC Plain Grey Knife-Pleat Skirt ² (worn to the knee)		7-11	E	Waist 22"	→ Waist 42"	6	EAS	
Plain Black Backpack (example available from EAS)		7-11	E	Must be plain black		7	EAS	W

Notes	EAS Schoolwear Fit Guide	Key
<p>1 Trousers are available in a wide range of inside leg lengths - check online shop for details</p> <p>2 Styles used at Emmanuel College:</p> <p>Girls' Trs - Banner Signature Contemporary(Steel Grey)</p> <p>Skirt - Banner Davenport Knife Pleat</p> <p>Boys' Trs - Banner Slimbridge/Putney (Grey) or Trutex TSF-GRY / CFJ-GRY or STJ-GRY</p>	<p>CLOSE FIT Consider next size up for a regular fit</p> <p>TRUE FIT True to size for a regular fit</p> <p>RELAXED FIT Consider next size down for a regular fit</p> <p>Size and fit can vary from product-to-product. Based on your feedback, we know where our products are close, true or relaxed in fit. We now provide this guidance here and on all of our online product listings.</p>	<p>E Essential item</p> <p>OPT Optional item</p> <p>EAS Available from EAS Schoolwear</p> <p>W Widely available</p>

Uniform Code Year 12 and 13

Sixth formers wear a distinctive uniform designed to project a professional, business-like image. Sixth formers are naturally a focus of inspiration to younger students and the way in which they dress sets an example; it is therefore vitally important that a high standard is set in respect of both smartness and professionalism, and that uniform exemplifies the sixth form community.

Shoes

All students wear plain black, sensible, polishable shoes. Unlike younger students, some sixth form students may wear shoes with minimal metal accessories which are part of the shoe design and not a fashion statement. Shoes with other distinctive fashion features, such as moccasins, trainers and boots, are not worn as a normal part of daywear. Stilettos and sharp-heeled shoes are not worn for health and safety reasons, and all heels are not to be excessively high. All shoes must provide substantial foot support; therefore, thin-soled ballet pumps are not allowed. In the summer term girls may opt to wear flesh-coloured tights rather than the normal black tights.

Jewellery and makeup

Students should limit their jewellery to a single ring, a single discreet gold or silver chain with a pendant (which must also be discreet), a discreet stud in each ear lobe and a slender gold or silver bracelet. Students are asked to remove any item of jewellery which is gaudy, conspicuous, or otherwise out of line with these guidelines, and confiscation follows any repeat offence. Makeup, if worn, must be tasteful and discreet and in keeping with a professional business-like environment. Nail varnish is also allowed, but must be in natural, unobtrusive single colours. If artificial nails are worn the length should be appropriate so that a student can safely engage in all aspects of the College day and curriculum.

Hair

Our expectation is that students will wear hairstyles that are smart, business-like and safe to engage in all aspects of the curriculum. This means avoiding more extreme styles including those with significant steps in lengths, hair that is sculpted or tattooed and unnatural hair colourings.

Coats and bags

Coats are to be kept to plain, dark colours, and should look smart and professional rather than being a fashion statement. Bags need to be sturdy enough to protect books and laptops/tablets, should be professional in style and any logo or decoration should be minimal.

Further guidance on how the uniform should be worn

The Emmanuel College uniform guide (see below) outlines uniform requirements for daywear and indicates which items must be bought from the school uniform shop. The bullet points below provide detail regarding how the uniform should be worn:

- Trousers should be pulled up properly, using a plain black belt if required.
- Skirts are worn to within an inch of the knee and must not be rolled at the waist.
- Ties are to be worn smartly so that all shirt buttons are covered.
- Shirts must be kept fully tucked in with all buttons fastened, including the collar.
- Blazers should always be worn in the building, including during lessons and when stepping out of a classroom. Students may only take off blazers when agreed by their teacher.
- Blazer sleeves should not be rolled up and blazers must be buttoned up for assemblies.



EMMANUEL COLLEGE DAYWEAR YEAR 12-13



	Fit Guide	For Year Groups	Required?	Sizes Available from EAS Schoolwear (see web listings for all size options)		Picture	Available from:	
				From	To			
Female Aspire Black Suit Jacket	TRUE FIT	12-13	E	Chest 26"	→ Chest 50"	1	EAS	
Female Aspire Black Suit Trousers ¹ or....	TRUE FIT	12-13	E	Waist 22"	→ Waist 40"	2	EAS	See note 2
Female Aspire Black Suit Straight Kick-Pleat Skirt ¹	TRUE FIT	12-13	E	Waist 22"	→ Waist 40"	3	EAS	
Plain White Rever Collar Blouse (Long or Short Sleeve)	TRUE FIT	12-13	E	Chest 26"	→ Chest 46"	4	EAS	W
Male Aspire Black Suit Jacket	TRUE FIT	12-13	E	Chest 28"	→ Chest 50"	5	EAS	See note 2
Male Aspire Black Suit Trousers ¹	TRUE FIT	12-13	E	Waist 26"	→ Waist 46"	2	EAS	
Plain White Shirt (Long or Short Sleeve)	TRUE FIT	12-13	E	Collar 11½"	→ Collar 17½"	6	EAS	W
Sixth Form Tie (Male students only)	-	12-13	E	One Size		7	EAS	

Notes	EAS Schoolwear Fit Guide	Key
<p>1 Trousers are available in a wide range of leg lengths - check online shop for details</p> <p>2 Suit Styles used at Emmanuel College:</p> <p>Jacket - Banner Aspire Jacket (Black)</p> <p>Trousers - Banner Aspire Slimfit Trousers (Black)</p> <p>Skirt - Banner Aspire Straight Kick Pleat Skirt (Black)</p>	<p>CLOSE FIT Consider next size up for a regular fit</p> <p>TRUE FIT True to size for a regular fit</p> <p>RELAXED FIT Consider next size down for a regular fit</p> <p>Size and fit can vary from product-to-product. Based on your feedback, we know where our products are close, true or relaxed in fit. We now provide this guidance here and on all of our online product listings.</p>	<p>E Essential item</p> <p>OPT Optional item</p> <p>EAS Available from EAS Schoolwear</p> <p>W Widely available</p>

Educational visits dress code

- Clothing and footwear should be sensible and suitable for the activity being undertaken.
- Students must not wear jewellery or makeup.
- Students must not wear football shirts or wear clothing displaying offensive slogans or images.
- Bags should be fit for purpose: large enough to carry what is required and comfortable to carry.
- On residential visits, students must ensure that all items are labelled with their name.
- Expensive items should not be brought on school visits since their safety cannot be guaranteed.

Physical education uniform

Students should be prepared to attend College with all elements of the PE uniform, when they are asked to do so by their PE teachers.

The Emmanuel College uniform guide outlines the full compulsory wear for PE which gives students the following options:

- Emmanuel College socks, PE top and waterproof jackets are essential items of uniform for all students. All students can choose to wear base layers in colder weather, as outlined in the uniform guide.
- Girls may choose to wear either the skort or leggings sold via the uniform shop. We have selected the “Chadwick 838 Black Sports Legging” which are widely available as they are designed for sports, are high quality and full length and they are non-transparent making them suitable to wear during PE lessons. Any other leggings are not permitted.

In addition, the points below should be noted:

- It is compulsory to wear a gum shield for rugby and shin pads for football and hockey when playing these sports both in PE lessons and competitive matches. For safety reasons it is highly recommended that these precautions are taken for lessons and training sessions, therefore these items are an essential part of the uniform.
- During the colder period from October half-term until Easter, PE lessons continue outside and all students are expected to come prepared for the conditions. The following items may be worn in addition to the standard PE kit at the discretion of the PE staff: black Emmanuel College waterproof top, plain black base layer, plain black leggings or tracksuit bottoms.
- Indoor PE lessons: students must wear clean (preferably white) trainers with non-marking soles.
- Outdoor PE lessons: students must wear sensible trainers which are appropriate for school sport. They need to be sturdy, comfortable and with matching laces. They should be a sports trainer and not a fashion shoe.
- All students representing College at sport may, at the PE Department’s discretion, wear their own footwear geared to the specific sport (e.g. spikes for cross-country running). This applies to training as well as matches. They are not to be a fashion statement or an opportunity to flaunt wealth. As a general principle, we would expect specialist sport trainers to be of a more conservative style, avoiding garish, fluorescent or ostentatious styles.
- Students representing College in a sporting activity but attending College lessons first, must arrive in their full daywear uniform. If a sporting activity requires the students to be in their PE kit all day, then students can arrive in their team kit, black Emmanuel College waterproof top and, if necessary, plain black tracksuit bottoms.
- Following evening sporting activities, students are able to leave College in their PE kit or Emmanuel College uniform but should not wear any other items of clothing.
- It is essential that all items of College uniform (including PE clothing) be clearly labelled with the student’s name.
- From time to time, students may need to shower at the end of a PE lesson and should therefore bring a towel (and swimwear if required).



EMMANUEL COLLEGE SPORTSWEAR YEAR 7-13



	Fit Guide	For Year Groups	Required?	Sizes Available from EAS Schoolwear (see web listings for all size options)		Picture	Available from:	
				From	To			
Emmanuel PE Polo	TRUE FIT	7-13	E	Chest 25/27"	➔ Chest 47/51"	1	EAS	<input type="checkbox"/>
Male students - Emmanuel Boys' Black PE Shorts	TRUE FIT	7-13	E	Waist 22/23"	➔ Waist 44/46"	2	EAS	See note 1
Female students - Emmanuel Black PE Skort <i>or</i> ...	TRUE FIT	7-13	E	Waist 22/23"	➔ Waist 44/46"	3	EAS	
Emmanuel Black PE Leggings	TRUE FIT			Waist 20/22"	➔ Waist 36/38"	9	EAS	<input type="checkbox"/>
Emmanuel PE Sport Socks (Burgundy)	TRUE FIT	7-13	E	Shoe size 12½-3½	➔ Shoe size 11-13	4	EAS	<input type="checkbox"/>
Emmanuel Outdoor PE Top	RELAXED FIT	7-13	E	Chest 24/26"	➔ Chest 46/49"	5	EAS	<input type="checkbox"/>
Plain Black PE Baselayer Top	TRUE FIT	7-13	OPT	Chest 26/28"	➔ Chest 50/52"	6	EAS	W
Plain Black PE Baselayer Tights	TRUE FIT	7-13	OPT	Waist 22/24"	➔ Waist 42/44"	7	EAS	W
Plain Black Holdall (example shown from EAS)		7-13	E	Must be plain black		8	EAS	W

Notes	EAS Schoolwear Fit Guide	Key
1 Styles used at Emmanuel College:	CLOSE FIT Consider next size up for a regular fit	E Essential item
Shorts - Akoa MSH-BLK	TRUE FIT True to size for a regular fit	OPT Optional item
Skort - Akoa MSK-BLK	RELAXED FIT Consider next size down for a regular fit	EAS Available from EAS Schoolwear
Leggings - Chadwick 838 iGen Leggings	Size and fit can vary from product-to-product. Based on your feedback, we know where our products are close, true or relaxed in fit. We now provide this guidance here and on all of our online product listings.	W Widely available
Female students may wear either Skort or Leggings		

