

EMMANUEL COLLEGE

STUDENT UNIFORM CODE 2023-24



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 guide 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.

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, coloured stitching, tags or logos are not permitted, and neither are boots, 'training shoes,' ballet style, moccasin style or shoes with exaggerated soles. 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 of this, 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 come to (or above) the ankle; trainer socks are not permitted. Skirts should be worn with plain black tights or with plain white ankle socks.

Coats

Coats must be plain and professional. Outdoor wear must not be worn under blazers and hoodies are not to be worn. Outdoor coats must not be worn inside the College buildings during the College day. They may be worn outside at lunch-times and breaks in the 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, exercise books and laptops in the upper school and Sixth Form. 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 are not permitted.

Jewellery, make-up and fashion accessories

Items of jewellery, including body piercings, are not permitted. Make-up, 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. Eyebrows should not be shaved or patterned. Fashion accessories such as nail, hair or eyelash extensions (or 'lifts') are not permitted – nor is the wearing of nail varnish. 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. Lip gloss is not permitted. Unless permission has been granted by the Head of Year, sunglasses and hats should not be worn.

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 hair that is sculpted, tattooed, or shaped with unnatural “stripes” or patterns, and unnatural hair colourings.

Hair must be fully tied back with a plain bobble, where long enough to do so; plain metal hair grips are permitted but all other hair accessories, including claw grips and scrunchies, are not allowed. Fringes should be worn so that they are above the eyebrow.

Further guidance

The Emmanuel College uniform guide outlines uniform requirements for day wear 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: between 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, 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.
- If a student cannot temporarily comply with the uniform code because of a medical issue, then parents/carers should send a letter into College with the student explaining the issue. The Vice Principal or Head of School would make the final decision as to next steps. It is expected that all students should make every effort to comply with the uniform code at all times.

Physical Education uniform

The Emmanuel College uniform guide (see below) outlines the full compulsory wear for PE. In addition, the point below should be noted:

- 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 skirt 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 can 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).

Educational visits dress code

- Clothing and footwear should be sensible, practical, and appropriate 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.

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 Head of School. Requests must be made in writing and must contain statements from both the student and a parent/carer which explain clearly the reasons for the request. A meeting with the Head of School may follow before permission is granted.

Breaches of the uniform code

Standards of uniform are checked each day when students arrive to College. If a student is asked to amend an element of their uniform, e.g., if a shirt has become untucked, the expectation is that it is amended 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.

Sixth Form uniform

Sixth Formers wear a uniform designed to project a professional, business-like image. Sixth formers are a natural source of inspiration to younger students and the way in which they dress sets a lead; 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 are permitted to wear jewellery, though it should be business-like. Any jewellery worn should allow students to safely engage in all aspects of the College day and curriculum. Students may be asked to remove any item of jewellery which is gaudy, conspicuous, or otherwise out of line with these guidelines. Makeup and nail varnish must be in keeping with a professional business-like environment. If artificial nails are worn, students must be able to engage safely in all aspects of the College day.

Hair

Hairstyles should be smart and business-like. In practical subjects, students must be able to engage safely in all aspects of the curriculum.

Coats and bags

Coats should look smart and professional. Bags need to be sturdy enough to protect books and laptops/tablets, and should be in keeping with a professional, business-like appearance.

Further guidance on how 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.
- If for religious or cultural reasons you would like to request an amendment to the sixth form uniform, this request should be made in writing to the Principal.

Physical Education uniform

The Emmanuel College Uniform Guide (see below) outlines the full compulsory wear for PE. In addition, the points below should be noted:

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.

It will also be expected that students wear the PE uniform when using any sports facilities during their free periods.

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; they are designed for sports, high quality, full length and non-transparent. 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 trainers appropriate for school sport, 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.
- 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) are 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).

Taking responsibility for appearance

As role models and leaders in College, sixth formers are expected to take greater responsibility for their uniform and appearance. Teachers are keen to focus their energies on supporting learning and personal development, thus sixth formers need to be conscientious in maintaining a smart, business-like appearance.

The uniform guidelines on the previous pages ensure clarity so it is important to read them and abide by them. If you are in any way uncertain about uniform standards, speak to your Academic Mentor in the first instance or the Sixth Form Leadership Team. We would much rather you took the opportunity to discuss uniform rather than imposing consequences.

Minor uniform issues will be challenged. For major uniform issues that cannot be immediately rectified, you may be asked to return home and correct the issue or you may be given a deadline by which time a uniform issue must be corrected. Sanctions for uniform issues will be given if necessary.



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 | |
| Blazer | TRUE FIT | 7-11 | E | Chest 27" | ➔ Chest 48" | 1 | EAS | <input type="checkbox"/> |
| 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 | <input type="checkbox"/> |
| Emmanuel Tie Yr10-11 (4-colour stripe) | | 10-11 | E | One Size | | 4 | EAS | <input type="checkbox"/> |
| 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) | TRUE FIT | 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 |
|--|---|--|
| 1 Trousers are available in a wide range of inside leg lengths - check online shop for details | CLOSE FIT Consider next size up for a regular fit | E Essential item |
| | TRUE FIT True to size for a regular fit | OPT Optional item |
| 2 Styles used at Emmanuel College: | RELAXED FIT Consider next size down for a regular fit | EAS Available from EAS Schoolwear |
| Girls' Trs - Banner Signature Contemporary(Steel Grey) | 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 |
| Skirt - Banner Davenport Knife Pleat | | |
| Boys' Trs - Banner Slimbridge/Putney (Grey) or Trutex TSF-GRY / CFJ-GRY or STJ-GRY | | |



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 | | EAS | W |
| Female Aspire Black Suit Jacket | TRUE FIT | 12-13 | E | Chest 26" | → Chest 50" | 1 | EAS | See note 2 |
| Female Aspire Black Suit Trousers ¹ or.... | TRUE FIT | 12-13 | E | Waist 22" | → Waist 40" | 2 | EAS | |
| 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> |



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 | | EAS | |
| Emmanuel PE Polo | TRUE FIT | 7-13 | E | Chest 25/27" | → Chest 47/51" | 1 | EAS | |
| 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 or ... | 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 | |
| Emmanuel PE Sport Socks (Burgundy) | TRUE FIT | 7-13 | E | Shoe size 12½-3½ | → Shoe size 11-13 | 4 | EAS | |
| Emmanuel Outdoor PE Top | RELAXED FIT | 7-13 | E | Chest 24/26" | → Chest 46/49" | 5 | EAS | |
| 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 | E Essential item |
| Shorts - Akoa MSH-BLK | TRUE FIT | OPT Optional item |
| Skort - Akoa MSK-BLK | RELAXED FIT | EAS Available from EAS Schoolwear |
| Leggings - Chadwick 838 iGen Leggings | | W Widely available |
| Female students may wear either Skort or 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. | |