



# The Hundred of Hoo Academy

## Uniform and Equipment Policy

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# 1. Uniform Policy

## 1.1 Uniform Rationale

A smart appearance is an increasingly important aspect of modern life as it does help a person to display an air of self-confidence and a sense of respect. The Academy aims to prepare pupils for a successful life and so an emphasis on taking pride in one's own appearance is an essential part of the educational process. The Academy has a strict uniform policy which helps to enhance the purposeful and successful climate of the Academy. Our uniform policy demands professionalism and ensures safety which also ensures that pupils are fully focused on learning as opposed to other distractions.

The Academy Uniform and Equipment Policy also creates a unity of spirit where there is no distinction between pupils in terms of wealth or background and supports our belief that personal appearance does affect standards of behaviour and therefore academic performance.

The Academy uniform provides pupils with many positive advantages, because uniform:

- Diminishes the social exclusion of pupils based on what they are wearing
- Places stronger focus on academic performance
- Reduces family tension as pupils do not have to compete with their peers for the latest trends in clothes
- Creates an atmosphere of teamwork
- Encourages pride in personal appearance and of the Academy
- Promotes safety, particularly through making it easier to identify strangers
- Increases self-esteem and reduces peer pressure
- Most cost effective to parents in the long run
- Makes them ambassadors for the Academy in the local community

## 1.2 Uniform Expectations

Pupils are expected to wear full Academy uniform on the way to and from the Academy. Essential items of uniform, e.g. Academy blazer, tie, trousers, skirt, bag and some items of PE kit, are only available from the Academy uniform suppliers, [Uniformbase](#), due to being branded with our logo, these are denoted with an '\*' in the tables below.

Nearly all of the items listed in our uniform policy can be acquired from our uniform provider, enabling a 'one stop shop' for purchasing an entire uniform. While items can also be procured in other shops, we ask parents/carers to consider the cost effectiveness of these as often the quality and shelf life of such items are not in line with that of Uniformbase; this can be a false economy over time. If buying equivalent items from other shops we also ask that they fall in line with the 'acceptable' expectations outlined below, and do not put your child at risk of being sanctioned due to incorrect uniform that is deemed 'not acceptable'. It is strongly recommended that pupils' uniform is labelled with their names to avoid confusion when changing for PE.

In addition, for those families who are facing challenging financial circumstances, we have access to a Hardship Fund and can allocate a one-off payment to help with the purchase of Uniform. Please apply in writing to Mrs Fissenden, Vice Principal using your child's College email address.

Uniform	Acceptable	Not Acceptable
Blazer*	<ul style="list-style-type: none"> <li>Navy Blazer with College logo</li> </ul>	<ul style="list-style-type: none"> <li>No blazer</li> <li>Non regulation blazer</li> <li>Rolled up sleeves</li> </ul>
Tie*	<ul style="list-style-type: none"> <li>Year group colour clip on tie with The Hundred of Hoo Academy logo</li> </ul>	<ul style="list-style-type: none"> <li>Non-regulation tie</li> <li>No tie</li> <li>Tie tucked in to shirt</li> </ul>
Jumper (Optional to wear)	<ul style="list-style-type: none"> <li>Navy Jumper v-neck (optional)</li> </ul>	<ul style="list-style-type: none"> <li>Round neck or non-plain jumpers</li> <li>Fleece / Hooded top</li> <li>Cardigans</li> </ul>
Trousers*	<ul style="list-style-type: none"> <li>Grey Trousers with The Hundred of Hoo Academy logo</li> <li>Any belts must be plain black leather with a plain buckle</li> </ul>	<ul style="list-style-type: none"> <li>Non-regulation trousers</li> <li>Embellishments e.g gold zips/studs/trimmings</li> <li>Belts of fabrics other than leather effect</li> <li>Embellished belt e.g logos or designer buckles</li> <li>Shorts</li> </ul>
Skirts*	<ul style="list-style-type: none"> <li>Grey Skirt, knee length (box pleat with The Hundred of Hoo Academy logo)</li> </ul>	<ul style="list-style-type: none"> <li>Non-regulation skirt</li> <li>Skirts shorter than knee length</li> <li>Rolled up skirts</li> <li>Skirt pulled up higher than waist</li> <li>Skirt tied up with bands</li> </ul>
Shirt	<ul style="list-style-type: none"> <li>Plain white collared shirt</li> <li>Can be either short or long sleeved</li> <li>Tucked in with the top button fastened</li> </ul>	<ul style="list-style-type: none"> <li>Casual/fashion shirt/Polo shirt</li> <li>Shirt worn without a tie or with tie tucked in</li> <li>Tshirts under shirts</li> <li>Shirts worn outside trousers</li> </ul>
Socks / Tights	<ul style="list-style-type: none"> <li>Summer – Plain Grey ankle socks,</li> <li>Winter – Grey trousers. Black or Grey tights</li> </ul>	<ul style="list-style-type: none"> <li>Socks / tights of any other colour</li> <li>Patterned socks or tights</li> <li>Mid Calf / Knee high / Over knee socks</li> <li>Stockings</li> <li>Ankle socks pulled up</li> <li>No socks / tights</li> </ul>
Shoes	<ul style="list-style-type: none"> <li>Plain black leather, business like shoes with laces. Patent shoes are acceptable.</li> </ul>	<ul style="list-style-type: none"> <li>Shoes with large embellishments e.g. big buckles or bows</li> <li>Boots / Shoes with reinforced toe caps</li> <li>Open toes shoes / sandals / flip flops</li> <li>Boots above the ankle</li> <li>Brightly coloured laces</li> <li>Canvas / fabric / suede shoes</li> <li>High heels</li> <li>No trainers / converse or trainer style shoe of any kind - <i>The Academy will reserve the right to decide what represents a trainer, even when the retailer has marketed the shoe as suitable for school.</i></li> </ul>
Coat	<ul style="list-style-type: none"> <li>Waterproof coat</li> </ul>	<ul style="list-style-type: none"> <li>Sports jackets or any kind including those with stripes / logos</li> <li>Hooded top</li> <li>Bodywarmers / sleeveless coats</li> <li>Patterned coats</li> </ul>

Uniform	Acceptable	Not Acceptable
Bag*	<ul style="list-style-type: none"> <li>Navy Rucksack with The Hundred of Hoo Academy Logo</li> <li>Name marked inside</li> </ul>	<ul style="list-style-type: none"> <li>Non-regulation bag</li> <li>Embellishments e.g. pom poms, brightly coloured tags, badges, keyrings</li> </ul>
Make Up		<ul style="list-style-type: none"> <li>Tinted Moisturiser</li> <li>Lip glosses</li> <li>Make up</li> <li>Tinted / Pencilled eyebrows</li> <li>Nail varnish</li> <li>Nail extensions</li> <li>False eyelashes / extensions</li> <li>Fake Tan</li> <li>Henna tattoos</li> <li><b>No Make up of any kind is tolerated in the Academy</b></li> </ul>
Jewellery	<ul style="list-style-type: none"> <li>Wristwatch that is not a smart watch</li> </ul>	<ul style="list-style-type: none"> <li>Jewellery of any kind*</li> <li>Piercings of any kind are not permitted, including, facial, ear, nose, mouth and dermal piercings.</li> <li>No clear / retainer piercings</li> <li>Smart watches of any kind</li> <li>No accessories are to be worn around the neck or attached to clothing</li> </ul>
Hairstyles	<ul style="list-style-type: none"> <li>Conventional style</li> <li>Natural hair colours only</li> <li>Hair must be tied up on request for all practical lessons</li> </ul>	<ul style="list-style-type: none"> <li>Tram-lines or patterns or excessive parts of the head shaved.</li> <li>Plain hairbands only e.g. no bows, bright colours, decorative embellishments like pearls</li> <li>Unnatural colours / ombre style</li> <li>Hair extensions</li> <li>'Barcodes' in eyebrows</li> <li>Extremes of style - The Academy reserves the right to decide what is an extreme hairstyle but invites pupils and parents to ask in advance if they need guidance</li> </ul>
Other	<ul style="list-style-type: none"> <li>Apron for technology (optional)</li> <li>Chromebook case (compulsory)</li> </ul>	<ul style="list-style-type: none"> <li>Sunglasses</li> <li>Baseball Caps (only winter hats)</li> <li>Non-Academy badges</li> </ul>

\* No jewellery is tolerated in the Academy unless pre-approved on religious grounds

Please find a picture of the Academy's acceptable uniform below:



### Acceptable:

#### All students:

- Blazer (*compulsory and can not be replaced by wearing an outdoor coat*)
- Formal Shoes
- Any belts must be plain black leather with a plain buckle
- Bag must be able to hold and protect text books, folders and any laptop as well as subject specific equipment.
- Lanyard and ID card worn at all times

#### Sixth Form Cohort:

- 2, or 3 piece suit
- Shirt & tie (tie is compulsory)
- Cardigan/jumper is optional under a jacket
- Skirt, or dress suit
- Trouser suit
- Blouse or formal top
- Formal shoes
- Cardigan/jumper is optional under a jacket
- Coat: Dark coloured, waterproof coat (e.g. black, grey, brown, navy blue)
- Lanyard and ID card worn at all times

#### Footwear

- Formal business like shoes

#### Hair styles:

- Natural hair colours only
- Hair must be tied up on request for all practical lessons

### Non Acceptable:

#### Dress Code

- Skirts shorter 2 inches knee length
- Skirt not made of stretchy material - The Academy will reserve the right to decide what represents this material.
- T-Shirt or jersey tops/jumpers in place of a formal blouse
- Halterneck, spaghetti, cold shoulder tops
- Fleece or Hooded jumpers
- Bodywarmers / sleeveless coats
- Non-regulation trousers – including leggings/jersey/stretchy material trousers
- Embellished belt e.g logos or designer buckles
- Shorts
- Casual/fashion shirt/Polo shirt
- Shirts worn outside trousers

#### Footwear

- Boots / Shoes with reinforced toe caps/ Doc Martin boots
- Open toes shoes / sandals / flip flops
- Boots above the ankle
- Brightly coloured laces
- High heels
- No trainers / converse or trainer style shoe of any kind - The Academy will reserve the right to decide what represents a trainer, even when the retailer has marketed the shoe as suitable for school.

#### Accessories/other

- No eyelash extensions
- Piercings that are not permitted include, facial, nose, mouth and dermal piercings.

- Make up of any kind
- False nails including acrylic nails/gel nails
- Tattoos
- No ear stretchers
- No clear / retainer piercings
- Jewellery of any kind
- Smart watches of any kind
- No accessories are to be worn around the neck or attached to clothing
- Tram-lines or patterns or excessive parts of the head shaved.
- Hair extensions
- 'Barcodes' in eyebrows
- Extremes of style - The Academy reserves the right to decide what is an extreme hairstyle but invites pupils and parents to ask in advance if they need guidance

### 1.3 Uniform Violations

Form Tutors and subject teachers will check uniforms both at form time and again at each lesson transition while pupils are lined up outside their classroom.

Bromcom will be used to monitor minor uniform violations throughout the Academy day. The following list is not exhaustive, but provides a clear expectation of what uniform infringements staff will openly challenge:

- Untucked shirt
- Not wearing blazer outside of lessons
- Top button not done up
- Holding rather than wearing tie
- Skirt rolled / pulled up
- Socks pulled up, not around ankles (with skirt)

If a pupil has no tie, they are sent to their college Student Services to borrow one and a C2 is logged on Bromcom. If a pupil is wearing make up they will be asked to remove this and will have a C2 uniform event logged on Bromcom. Any jewellery will be confiscated and returned to parents/carers on collection.

If a pupil has incorrect shoes, shirt, trousers or blazer, they are sent to their relevant college office to call parents. The pupil will be placed in isolation until someone is able to bring in the correct uniform, or with permission from parents/carers will be sent home to rectify the uniform violation if they are deemed of suitable age. Non-essential items of clothing and other accessories that are not acceptable according to the uniform and appearance, such as hoodies, can be confiscated by teachers and will be returned to parents/carers only if they come to the Academy to pick these up.

If a pupil is sent home to rectify their uniform this would be an authorised absence. If, however, the pupil takes longer than necessary to change, or takes advantage of this rule to ensure that he/she is sent home from the Academy, the absence will count as unauthorised.

The Academy may consider excluding a pupil in response to persistent breaches of the uniform policy and will do so in line with the legal requirements for exclusion.

### 1.4 PE Kit

The National Curriculum expects all pupils to learn about Physical Education. This can be through practical sports/activities, coaching or leadership. If a pupil cannot participate in the practical part of the lesson, due to sickness, injury or medical illness, a letter will be required from a parent/carer. Pupils are still expected to learn within the lesson therefore **all pupils are expected to bring a full games kit every lesson, regardless of illness or injury**, as they will be required to act as officials, observers and

coaches, in a non-physical capacity. Pupils will only be excused following a doctor's recommendation and if this is the case, a doctor's note will be needed and alternative arrangements will be put in place. Failure to bring the correct PE kit will result in a D1, 50 minute organisation detention.

The items marked with an "\*" must be acquired through our uniform provider, Uniformbase, as they bear the Academy logo. Pupils are not expected to have all the items listed below but must ensure they have one item from each row as a minimum. It is strongly advised that all PE kit is labelled with pupils' names.

PE Kit	Acceptable	Not acceptable
T-shirt*	<ul style="list-style-type: none"> <li>White T-Shirt with College logo</li> </ul>	<ul style="list-style-type: none"> <li>Any other t-shirt</li> </ul>
PE Tops	<ul style="list-style-type: none"> <li>¼ Zip Top</li> <li>Navy track top with white piping with Hundred of Hoo Academy logo</li> <li>Academy branded hoodie (Year 10 &amp; 11 Only)</li> </ul>	<ul style="list-style-type: none"> <li>Non-regulation jumper / rugby shirt</li> <li>Any alternative outer layers including coats</li> <li>Any other hoodie</li> </ul>
Shorts*	<ul style="list-style-type: none"> <li>Navy Shorts with Hundred of Hoo Academy logo</li> </ul> <p>Must pass the midpoint of the thigh</p>	<ul style="list-style-type: none"> <li>Any colour other than black</li> <li>Shorter than mid-thigh</li> <li>Fitted / skin tight / lycra material</li> <li>Other sports 'skirts' e.g. netball skirt</li> </ul>
Tracksuit bottoms	<ul style="list-style-type: none"> <li>Navy track bottoms with white piping with Hundred of Hoo Academy logo or</li> <li>Plain Navy blue leggings</li> </ul>	<ul style="list-style-type: none"> <li>Any colour other than black</li> <li>Logos / coloured motifs / patterns</li> <li>Non-sports leggings / see through leggings</li> </ul>
Socks	<ul style="list-style-type: none"> <li>Navy or white football / sports Socks</li> </ul>	<ul style="list-style-type: none"> <li>Any other colour sport sock</li> <li>No socks</li> </ul>
Trainers	<ul style="list-style-type: none"> <li>Trainers</li> <li>Football boots when requested</li> </ul>	<ul style="list-style-type: none"> <li>Fashion sport footwear</li> <li>Skate shoes</li> <li>Plimsolls</li> <li>Fluorescent / brightly coloured laces</li> </ul>
PE Bag*	<ul style="list-style-type: none"> <li>Navy PE bag or Haversack with Hundred of Hoo Academy logo</li> </ul>	<ul style="list-style-type: none"> <li>Any non-regulation PE bag</li> </ul>

\* Compulsory

Please find a picture of the Academy's PE acceptable uniform below:



## 2. Equipment

### 2.1 Equipment Expectations

At The Hundred of Hoo Academy we always set the highest expectations for our pupils in order to raise their aspirations and enable them to achieve. By producing a list of equipment that pupils require, we are helping prepare them for the world of work and maximising every opportunity to be successful. This list outlines the minimum equipment requirements

Compulsory Equipment	
Pencil Case	Highlighters
30cm ruler	Reading Book
Protractor	Water Bottle (labelled)
Scientific Calculator - Casio FX 85GTX	Charged Chromebook and Case (charger left at home)
3 x Black or Blue writing pens	Rubber
3 x HB pencils	PE Kit if required

### 2.2 Failure to be Equipped

Full equipment checks will be regularly carried out by Form Tutors during morning form time. If pupils need to borrow a piece of equipment from their Form Tutor or college offices due to their failure to be prepared, they will be required to leave a deposit (e.g mobile phone, house keys etc.) in exchange and must return the equipment by the end of the day.

Failure to be properly equipped will be recorded on the Bromcom and a D1 Organisation 50 minute detention will be set.