

# Tapton SCHOOL

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## Uniform and Electronic Devices Policy

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**AUTHOR:** Harkiran Grewal

**COMMITTEE:** Personal Development, Behaviour and Inclusion

**LAST REVIEW/UPDATE:** June 2021

**LEVEL OF CHANGE:** Significant

**NEXT REVIEW:** June 2022

## **First principles**

Unlike some schools in our city Tapton School is a uniform school. By sending their children to Tapton parents and carers are endorsing this uniform policy and accepting their roles as outlined in the Home School Agreement. Specifically, we expect parents and carers to support our uniform policy and procedures and ask for support when they need it. The policy has been ratified by the governing body and we expect all students in Years 7-11 to wear our full school uniform without negotiation. In addition, we expect all students in Years 7-13 (and Year 14) to follow our policy on mobile phones, devices and headphones. This policy should be read in conjunction with the Whole School Behaviour Policy.

## School uniform

In Tapton all pupils wear this uniform:

- Tapton logoed polo shirt in white or black or a plain white or black school wear polo shirt.
- Tapton logoed black sweatshirt or Tapton logoed black cardigan.
- Students can wear either flat black full-length trousers, black tailored shorts or a black skirt. In the post COVID-19 recovery period we understand that families may need more flexibility around trousers that may fade with additional washing; therefore, until further notice we will allow students to wear trousers that have faded. **However, students cannot wear jogging bottoms or leggings.** The school reserves the right to have a conversation with a student where an item of clothing is inappropriate for a learning environment. In addition, students who contravene our uniform policy and/or wear inappropriate clothing will be given a non-negotiable same day detention.
- **All black** shoes or trainers without any logo and without different coloured trims (not sandals).
- Flat all black below the knee boots
- Outdoor clothing (such as coats or fleeces) are not worn in classrooms.
- No hoods or hats are to be worn in the building.
- Students are **not** allowed to wear their PE jumpers in lessons as part of their school uniform.

**If you are unsure about your uniform purchases please contact school before you buy as failure to wear the correct uniform will incur a non-negotiable detention**

### How do we check uniform and maintain high standards?

Form tutors are responsible for equipment and uniform checks – they will check equipment and uniform every day. Form tutors will give students a green uniform slip when uniform is not 100% correct. This slip indicates that the form tutor has spoken to the child about uniform and passed their name to the Year Leader for detention. Students without an exceptional reason (and note from home) for incorrect uniform will be seen by Year Leaders and put into a same day sanction – 20-minute non-negotiable lunchtime detention. Year Leaders will make calls to parents and carers to alert them to the uniform issue where necessary, for example, where there is wilful and repeated defiance of uniform policy. A notification will always be sent to the parents and carers to alert them to the same day lunchtime detention. Repeated violations of uniform will initially result in contact with home and thereafter parents and carers attending meetings with Year Leaders. Names of students causing uniform concerns will be collated at the weekly inclusion meeting.

Our MIS is BROMCOM. This system allows us to record both negative and positive points for each student. Positive points are detailed in the rewards policy. Students will receive a negative behaviour point for incorrect uniform and these points will be added to the student's overall points total and inform our disciplinary interventions in line with our behaviour policy.

- Failure to wear correct uniform – 1 point

### Mobile Phones, Devices and Headphones/Earphones and Confiscations

The rules around confiscations apply to all students Years 7-13 (and any Year 14 students). Mobile phones, iPods and other electronic devices such as wireless earphones are not allowed to be visible in the school building during our working hours – 9.10-3.30 – this is non-negotiable. This includes all areas of the Dining Room. If students choose to bring devices to school they must be put them away before entry into the building so they are not at all visible – this includes earphone cables hanging out of shirts and from pockets, headphones worn around necks and phones in hands. From the 9.10 bell any such items will be confiscated without discussion. If a child refuses to hand over the item on call will be used. The attending team will confiscate the item and inform the student of the same day After School Detention for defiance. Failure to hand over a confiscated item will result in a fixed term suspension. The first time an item is confiscated it will be held in the school office until the end of the school day. If a student has an item confiscated for a second time the parents and carers must come into school to collect the item and to meet with the Year Leader, SLT link or Deputy Headteacher to discuss their child's refusal to comply with our rules.

### **Confiscation 1 (1 point)**

- Item is confiscated and returned at the end of the first day. The student is responsible for collecting the item.
- 1 point added onto Bromcom log
- Automated confiscation letter sent to parents and carers advising of incident and next stage.

### **Confiscation 2 (2 points)**

- Item is locked in school safe and a text sent to parents and carers alerting them to this.
- 2 points are added to Bromcom log.
- Automated confiscations letter sent to parents and carers asking them to collect phone and arrange a meeting with Year Leader/Assistant Head/Deputy Head as appropriate.

### **Jewellery**

We discourage students from wearing jewellery and we can accept no responsibility for items which are lost, stolen or damaged. If your child is going to wear jewellery it should be sensible and kept to a minimum in accordance with the following guidelines:

- Earrings should be small and studs only. Large hoops or dangly earrings are a health and safety risk and we strongly advise students to not wear such items for school.
- No jewellery should be worn for PE or for out of hours PE activities.

### **Support with uniform**

We always maintain our stocks of spare uniform. This uniform is clean and in good condition. Students who fail to wear the correct uniform or who require support will be given uniform from our stocks. If you require support with uniform please contact your child's Year Leader.

Our uniform providers are Pinders. Their website can be found on the 'quick links' section of our website. Alternatively, please use the following address:

<https://pindersschoolwear.com/schools/236/Tapton>

# Student Code of Conduct

Outstanding behaviour at Tapton School is non-negotiable. It is essential for outstanding teaching and learning. It is essential for everyone to feel safe and happy. It is essential for the creation of a harmonious environment.

Students must learn to conduct themselves in a courteous, cooperative and respectful manner. These are not only the unequivocal expectations of Tapton School but the expectations of society. We do not serve our school, our community or wider society by lowering our expectations.

In order to achieve our vision of valuing everyone, caring for each other and achieving excellence students must adhere to the following three principles:

## Be kind

## Work hard

## Follow the rules

1. You must be punctual to form and all lessons. The school day begins at 9.15am. You need to be waiting outside your form room by 9.10. If you are late you will be in a same day lunchtime detention – this is non-negotiable.
2. You must follow instructions first time, quickly, quietly and without question so that learning can begin. The teacher is in charge of their classroom and their corridor. Show teachers you are ready to learn by sitting down quietly and getting out your school equipment.
3. Move around the building sensibly and quietly. Always keep to the left on corridors so that everyone can reach their destinations on time.
4. Food or drink may only be consumed in the Dining Room or outside. Litter needs to go in the bins. There is no chewing in lessons.
5. Mobile phones, iPods and other electronic devices (such as earphones/headphones) are not allowed to be visible in the school building during our working hours – 9.10-3.30 this is non-negotiable. These rules also apply in the Dining Room. From the 9.10 bell any such items that are out will be confiscated without discussion. The first confiscation will result in a warning and letter home. The second one will result in items being locked away until a meeting has been held with families.
6. You have time to visit the toilet and fill up water bottles at break and lunchtime not during lessons.
7. In Tapton all pupils wear full uniform. This does not include leggings, jogging bottoms or non-black trainers. Outdoor clothing (such as coats or hooded jumpers) are not worn in classrooms. No hoods or hats in the building. Hats will be confiscated if they are worn in the building. Failure to wear full uniform without an exceptional reason will result in a same day detention.
8. Be kind and courteous in all of your interactions – with teachers, with your peers and with people in our community. Tapton School will not tolerate bullying in any form and the Headteacher will consider the most serious sanctions for any student who intimidates or bullies others.
9. The following items cannot be brought into school - alcohol, cigarettes, tobacco, vaping equipment, knives or weapons\* and illegal drugs\*. (\* a permanent exclusion will be considered if these items are brought to school).
10. Be kind, work hard and follow the rules.

# Home School Agreement

**Tapton**  
SCHOOL

Our primary purpose at Tapton is to ensure that we value everyone, care for each other and achieve excellence. We want everyone in our school to be enriched by the Tapton experience so we can access opportunities throughout our lives and make a positive contribution to society.

We recognise that the successful development of our students depends upon an effective partnership with parents/carers. Our Home School Agreement outlines the important role parents and carers play in ensuring their children are successful.

## As a parent/carer I/we will:

1. Make sure my child arrives to school on time every day.
  - The school canteen and library open from 8.30am and some sports clubs begin at 8.00am. Students should be waiting near form rooms by 9.10am.
2. Make sure my child arrives promptly to lessons.
3. Make sure my child attends school in correct uniform
  - Tapton logoed polo shirt in white or black or a plain white or black school wear polo shirt.
  - Tapton logoed black sweatshirt or Tapton logoed black cardigan.
  - Students can wear either flat black full-length trousers, black tailored length shorts or a black skirt.
  - **All black** shoes or trainers without any logo and without different coloured trims (not sandals).
  - Flat all black below the knee boots
4. Make sure my child arrives fully equipped for learning with:
  - A school bag.
  - Pencil case containing: black biro, pencil, pencil sharpener, rubber, ruler, compass and protractor.
  - Scientific calculator.
  - Exercise books for that day.
  - P.E Kit when needed.
5. Ensure my child works hard and is a resilient learner.
6. Ensure my child completes all homework to a high standard and hands it in on time.
7. Attend Parents' Evenings and meetings to discuss my child's progress.
8. Support the school and its policies including lunchtime and afterschool conduct detentions.
9. Support the behaviour policy and student code of conduct.
10. Ensure my child understands the importance of being a Tapton School ambassador inside school and in the wider community.
11. Ensure my child is respectful and kind to all students and staff
12. Encourage my child to take full advantage of the opportunities available at Tapton School

**By sending their children to Tapton School parents and carers are accepting their role as outlined in the Home School Agreement.**

**We look forward to working with you**