5 March 2019

Dear Parents and Carers

Uniform Standards

Our students take pride in their appearance at Rickmansworth, however since the beginning of the year we have noticed that there are several students who wear trainers into School which contravenes our Uniform Policy. Please note that this letter is not directed to the majority of students who, day in and day out, wear correct uniform and bring correct equipment to School.

To dissuade students from bringing in trainers we have decided to alter the Uniform and Equipment Standards Policy at Rickmansworth School. When a student is found to be wearing trainers in School, they will be confiscated and will be replaced by school shoes that the pastoral team will provide. The confiscated shoes will be held at Student Reception and can only be collected by parents after 3:15pm on the first available Friday. A C3 will be issued to the student if no medical evidence is provided and a mobile phone will be taken in exchange. At the end of the School day, the students are to return the shoes to Student Reception, where they will receive their phone. If a student has a medical condition that requires them to wear trainers, a medical note must be brought to School and shown to the relevant pastoral team.

Below is a reminder of the previous letter sent on Uniform and Equipment Standards:

Every member of staff aims to make the first conversation with student a positive one, but a student failing to meet the uniform expectations can sometimes prevent this. In general, the standard of uniform at Rickmansworth is excellent with the vast majority of students meeting all expectations.

However, there are some students who fail to meet these standards. I would therefore like to remind you that any student wearing the items listed below will be issued with a C3 and the item confiscated. The item will be kept at student services and can only be collected by parents after 3.15pm on the first available Friday.

- Hoodies
- Headphones
- Rings
- Hooped earrings, cartilage and nose studs or when more than one stud is in each ear
  (one plain stud per earlobe is permitted)
- Trainers

Your son/daughter’s form tutor has overall responsibility to ensure uniform meets School standards, but all members of staff will be ensuring the items listed are not worn in School. Where a student persistently fails to meet these expectations the form tutor will arrange a meeting with the parent.
Full guidance on the uniform policy can be found on the student section of the website. I would be very grateful if you could discuss the uniform expectations with your son/daughter, specifically those listed above and then make the necessary arrangements over the Easter holidays to ensure your son/daughter meets these expectations at the start of the Summer Term. [http://www.rickmansworth.herts.sch.uk/777/students](http://www.rickmansworth.herts.sch.uk/777/students)

**Equipment**

It is essential that students arrive to every lesson fully equipped and ready to learn. It is evident that some students are not able to do this as they do not have the appropriate equipment. We have also noticed a direct link between the quality of work of students who are fully equipped and those that aren’t.

To help ensure that students are fully equipped your son/daughter’s form tutor will complete regular equipment checks to ensure your son/daughter is able to engage fully in all lessons. A C3 will be issued in the instance where equipment is missing. Please note that only your son/daughter’s form tutor can issue a C3 for a missing piece of equipment. House points will be awarded at the end of each Form Time equipment check for students have all equipment. The equipment list is also available from the student section of the website [http://www.rickmansworth.herts.sch.uk/777/students](http://www.rickmansworth.herts.sch.uk/777/students).

Students will be given notice of equipment checks and should your son/daughter misplace a piece of equipment during the day, they can purchase replacements from the Library and/or Maths Department. I would like to stress that these procedures will not affect the majority of students who meet all uniform expectations and arrive to all lessons ready to learn.

Thank you for your support in ensuring that we continue to maintain high standards and ensuring that your son/daughter’s first conversation with all members of staff is a positive one.

Yours sincerely

Mr S White / Mr G Burgess / Mr R Nelson
Year 7/ Year 8 and 9/ Year 10 and 11
Director of Learning