

Principal: Mrs Ruth Craven

Email: mail@copleyacademy.org.uk

Web: copley.greatacademies.co.uk

27 October 2023

Dear Parent/Carer,

Re: Student Expectations and Standards Reminder

I am writing to remind you of the expectations and standards for all students when they return after the October half-term break on Tuesday 31st October.

As you will be aware from previous communication, since September, the Academy day starts at **8.30am and all students are expected to be on-site and in Form by this time**. Students who arrive later than this will receive a sanction for being late to school unless there has been prior communication with a valid explanation.

We are currently aware of the difficulties faced by those students who take the 820 school bus in the morning and we have been in repeated communication with the company. This situation will be taken into account when processing any sanctions.

As we commence the new half-term, students are expected to arrive at the Academy wearing the correct uniform and with the correct equipment. Students who arrive to the Academy with missing items of uniform will receive intervention from our pastoral team and will be told to work in an alternative area until their uniform can be rectified.

A full list of the appropriate uniform and equipment can be found on the academy website (<https://copley.greatacademies.co.uk/students/school-uniform/>) but must include:

- *A rucksack/large bag – big enough to carry several A4 size books as well as school equipment*
- *An academy blazer*
- *A white shirt*
- *Academy tie, specific to their year group – Students in Years 7 and 11 will be provided with their new ties on their first day back*
- *Plain black trousers/Black pleated skirt of appropriate length*
- *Black leather school shoes – this does not include black trainers or branded sports shoes*
- *Jewellery should not be worn. Students may wear a single set of small stud earrings but no other piercings should be worn or visible. The Academy recommends that students should not have any new piercings over the break.*
- *No smart watches are allowed to be worn within the Academy*
- *Equipment for the school day, including black pens, pencils and a reading book*

Further to this, it is important that students continue to follow the expectations of the Academy on appearance, including hair colour, make-up, and nails. Students' **hair should be of a natural colour** (not extreme in colour) and students should have **removed any false nails, nail varnish and false eye lashes** in preparation for their return. Students who do not meet these expectations will be removed from lessons and will work in an alternative area.

As the weather may be variable during the Autumn term, we would expect students to wear coats when traveling too and from school. However, all students will be expected to remove these when entering the academy buildings, **hoodies are not allowed** during the school day, including break and lunch.

The academy also asks the support of parents/carers in ensuring that all students return to the academy with the clear understanding around the rules connected to mobile phones. **All mobile phones should be switched off** and placed in bags so they cannot be seen or heard throughout the school day. As per the academy's behaviour policy, phones will be confiscated, and a sanction applied if they are seen or heard by a staff member. Students who fail to comply with the expectations around uniform and appearance will be issued with sanctions, including Internal Suspension until the issue is rectified.

The academy continues to ask for the support of all parents and carers in helping students meet the aforementioned expectations but if you have any concerns, please don't hesitate to contact the Academy by emailing, mail@copleyacademy.org.uk.

Yours faithfully,

Mr D O'Brien
Assistant Principal