



WESTFIELD  
ACADEMY

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## Westfield Academy

### School Uniform

2018/2019

# mapac<sup>®</sup>

by phone:



01923 255525 (local rate)  
Lines are open:  
Monday - Friday 9am - 5pm

by fax:

01923 219035

by email:



[sales@mapac.net](mailto:sales@mapac.net)

website:

[www.mapac.com](http://www.mapac.com)

by post:



Mapac Group Ltd  
6 Mowat Estate  
Sandown Road  
Watford  
WD24 7UZ

by phone from outside of the UK:

00 44 (0) 1923 255525

**Westfield Academy uniform can be purchased from the below supplier \*Mapac.**

**To purchase uniform please contact Mapac directly.**

## School Uniform

When students arrive at school in the correct uniform, they are a real credit to us all and this also helps the students to take pride in themselves and their Academy.

Alongside this when students are in the correct uniform each day, they are ready and prepared for work in the classroom.

In exceptional cases Westfield does however hold a small hardship fund to support parents and carers if needed. All enquiries are to be made in writing to Mrs D Newlyn, Admissions Officer. We will support pupils with medical conditions that require non-school sanctioned items of clothing. However all cases to be considered will need to be supported by medical documentation. Pupils will not be permitted to wear non-school footwear for blisters or minor ailments under any circumstances.

Governors, parents and staff are committed to maintaining high standards therefore students are required to wear the correct uniform each day. Listed below are the do's and don'ts of our Academy's uniform requirements. **Please be aware that uniform can only be purchased directly from our supplier, please see opposite page for further details.**

### **Use of electrical equipment**

If any items of non-school uniform or electrical devices (including mobile phones) are seen or heard on the school site they will be confiscated from students. Our procedure here at the Academy is that they are confiscated immediately and returned the following week on a Monday between 2.40-3.00 pm from the Administration Office. If for any reason confiscated items are needed sooner, parents are asked to come in and collect the item themselves. More than two confiscations will lead to an after school detention of an hour and refusal to hand over the confiscated item will lead to a day's internal exclusion.






### **School Procedures**







Please note that if your child is starting in Year 7 they will be given the following items on entry to Westfield Academy **school bag, water bottle, pencil case and student planner**, students will be expected to use them daily.

Students in Year 8, 9, 10 and 11 will be given a water bottle and student planner.

If items are lost or damaged, a replacement will need to be sourced from the school at a cost to parents.

## School Uniform

<p><b>Blazer</b></p> 	<ul style="list-style-type: none"><li>• Navy, with school crest *<b>Mapac</b></li><li>• Blazers should be worn at all times including travelling to and from school.</li><li>• Staff will give permission to remove the blazer in class as appropriate.</li><li>• Jumpers and cardigans are <u>NOT</u> an alternative to the blazer.</li></ul>
<p><b>Sweater</b></p> 	<ul style="list-style-type: none"><li>• Navy, V-necked with school crest *<b>Mapac</b></li><li>• Black knitwear is <u>NOT</u> permitted.</li></ul>
<p><b>Shirt (Boys)</b></p> 	<ul style="list-style-type: none"><li>• White, with formal collar and top button</li><li>• Shirts should be tucked in to the trousers neatly NOT worn bloused over the waist band.</li><li>• Shirt buttons should be fastened to the neck.</li></ul>
<p><b>Blouse (Girls)</b></p> 	<ul style="list-style-type: none"><li>• White, with a formal collar and top button</li><li>• Shirts should be tucked in to the skirt neatly NOT worn bloused over the waist band.</li></ul> <p>Female students should also be aware of whether underwear can be seen through their school shirts, and that this is deemed inappropriate.</p>
<p><b>Tie *</b></p> 	<ul style="list-style-type: none"><li>• All students must wear the blue school tie with the school crest * <b>Mapac</b></li></ul>

<p><b>School Trousers (Boys)*</b></p> 	<ul style="list-style-type: none"> <li>• Mid/charcoal Grey</li> <li>• Not black</li> <li>• Trousers should be worn on the waist <u>NOT</u> below.</li> <li>• No cotton denim or canvas (chino) materials</li> </ul>
<p><b>School Skirts or Trousers (Girls)*</b></p> 	<ul style="list-style-type: none"> <li>• Mid/charcoal grey and loose fitting.</li> <li>• Not black, “bootleg”, casual trousers or skinny trousers/jeans e.g., elasticated waists/stretch material are not permitted, nor are trousers with “slits” or decoration.</li> <li>• Skirts should <u>NOT</u> be rolled over. The length of skirt must be appropriate for school. Short skirts are considered to be inappropriate; a skirt must be of knee length.</li> <li>• IF SKIRTS/TROUSERS ARE NOT CONSIDERED TO BE ACCEPTABLE YOUR CHILD WILL BE SENT HOME.</li> </ul>
<p><b>Socks</b></p> 	<ul style="list-style-type: none"> <li>• Boys – black, grey or white.</li> <li>• Girls - black, navy, grey or white socks or black, navy or neutral tights. Tights and socks are to have no decoration or colour other than those stated.</li> </ul>
<p><b>Shoes</b></p> 	<ul style="list-style-type: none"> <li>• Smart black shoes</li> <li>• Shoes must be black and must be comfortable enough to wear throughout the school day. They should support your child’s feet and protect them during practical lessons. Heels, canvas plimsolls, boots and trainer like shoes are <u>NOT</u> acceptable.</li> </ul>
<p><b>Coats</b></p> 	<p><b>School coats should be plain and dark – blue or black.</b></p> <ul style="list-style-type: none"> <li>• As winter draws in please also be aware that only black or navy coats will be allowed to be worn during school.</li> <li>• Hoodies or jackets will <u>NOT</u> be accepted as a coat.</li> </ul>
<p><b>Hats &amp; Scarves</b></p> 	<ul style="list-style-type: none"> <li>• Permitted in poor winter weather for the journey to/from school only.</li> <li>• Hats (NOT caps) and gloves may only be worn outside during the winter months.</li> <li>• The only permitted scarves are black or navy blue scarves, which are NOT to be worn during lessons.</li> </ul>

## Sports Kit

\*Compulsory items will be the PE socks and the polo top, unisex or the girl's v-neck.

Students will be allowed to wear any combination of the kit in PE both for indoor and outdoor lessons. The polo shirt needs to be worn with any of the following shorts, skort, leggings or tracksuit bottoms all available from Mapac.



- Unisex panelled polo shirt\*
- or
- Girl's v-neck sports polo\*



- Unisex sports shorts



- Girl's panelled skort



- Unisex sports socks\*



- Training trouser

	<ul style="list-style-type: none"> <li>• Leggings</li> </ul>
	<ul style="list-style-type: none"> <li>• Sweat pant</li> </ul>
	<ul style="list-style-type: none"> <li>• 1/4 zip top</li> </ul>
	<ul style="list-style-type: none"> <li>• Rain jacket</li> </ul>
	<ul style="list-style-type: none"> <li>• Base layer (long sleeved)</li> </ul>
	<ul style="list-style-type: none"> <li>• Gymsac or</li> <li>• Sports bag</li> </ul>
	<ul style="list-style-type: none"> <li>• Acceptable sports footwear</li> </ul>

**Acceptable school shoes**



**Unacceptable school shoes**



**Acceptable school coats**



**Unacceptable school coats**





## Jewellery & Piercings

- The only permissible jewellery is a wrist watch and one pair of stud ear-rings (one in each ear). No other items are allowed.  
**Facial piercings e.g. eyebrow, lip or chin are NOT permitted.**
- Jewellery and watches should be removed before taking part in PE activities or any physical school activity. The health and safety of our learners is of paramount importance.

### Permitted Items



## Hair, Makeup, Nails & Tattoos

- Hair should be of natural colourings and hair accessories need to be simple in nature and not ornate or colourful in any way.

NOTE: All students with long hair must have it tied back during PE lessons or any physical activity.

- Extreme hairstyles are NOT acceptable, e.g., **unnatural colour, two tone or “shaved” hair less than No.2 or with patterns/initials etc.**
- A discreet amount of make-up is allowed for students, no bright lipsticks or eye shadows are to be worn. Make up should be natural looking and blended into the student's natural skin colouring.
- Nails need to be of natural colours (soft neutral shades or) French manicure only. Extensions are permitted but must be in a square or soft rounded shape (no extreme/sharp edged shapes will be allowed) and of an appropriate length to meet with PE and health and safety regulations.
- Students should also have no visible tattoos, this includes whilst they are wearing their PE kit.