



## **Our Mission Statement – the reason our College exists**

### **“Learning & Growing in the Light of the Gospel”**

*With Christ at the centre of our learning, we:*

- *Help young people to achieve their greatest potential*
- *Guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others*
- *Aim to develop honest, confident, responsible and compassionate members of society, based on the educational values of Blessed Antonio Rosmini*

## **Our Vision Statement – the long-term change resulting from our work**

### ***‘Encouraging Big Ideas’***

*Ratcliffe’s unique educational offering based on our College motto, “Legis Plenitudo Charitas”, Love is the fulfilment of the Law, provides a perfect context within which young people may acquire the emotional knowledge and interpersonal skills necessary to live happy and purposeful lives. The College’s inclusive Catholic ethos is complemented by the outstanding quality of our College community through which our Mission, “Learning and Growing in the Light of the Gospel”, serves to nurture resilience and develop maturity. Young people leave Ratcliffe with a strong sense of who they are and their purpose in the world, equipped socially, emotionally, morally and spiritually to go forth and make a difference to the communities in which they live and work.*

## APPEARANCE OF STUDENTS POLICY

**This policy has been written for all three sections of the School**

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### Rationale

#### UNIFORM AND DRESS CODE (STUDENTS)

- The clothing specified in the dress code should always be worn for classes and for other formal occasions (e.g. events in the College Chapel, examinations, away matches).
- At times when the clothing specified in the dress code is required, it must always be worn neatly and correctly.
- At times when the dress code does not apply, students should either fully change into “home” clothes, or wear clothing neatly and correctly.
- The School explicitly forbids the combination of “home” clothes and School dress code clothing.
- The School explicitly forbids the combination of sports clothing and school uniform (for example, wearing Ratcliffe College sports shorts and polo shirt with a school blazer).
- Modifications to the dress code may be permitted by the Headmaster after consideration of request by an individual student. Such a permission does not imply permission for any other student.

### School Uniform

#### The dress code for children in Nursery:

#### School Uniform

All clothing and personal possessions **must be clearly labelled**. **Please do not send your child to School wearing jewellery**, as it can get broken, or become trapped and pulled, causing distress to all concerned. Girls with pierced ears may wear plain studs or sleepers, which must be removed on PE and Games days.

**Hair** must be clean, tidy, neat and must be its natural colour. All hairstyles must be reasonable, and hair must appear brushed or combed and girls’ hair must be tied back in a ponytail. Spiked or back combed hairstyles are not appropriate for School. Boys’ hair must not be too long, i.e., above collar length and out of the eyes, nor must it be too short. The minimum length for boys’ hair is grade 3. Hair should be of the same length and there should not be a significant difference in the length /style of hair e.g., very long on top and shaved at the side or back. **Students who attend School with dyed hair or a haircut that is deemed inappropriate may be sent home from School. They will be asked to have the colour or style of their hair adjusted by a hairdresser before returning to school.**

Nursery Uniform	
Nursery Boys	Nursery Girls
Charcoal grey trousers	Tartan pinafore
Sleeveless navy blue jumper, gold inlay (Long sleeve option available)	Navy blue cardigan with gold inlay
White crested pique polo shirt (no tie)	White crested pique polo shirt (no tie)
Navy blue blazer with crest, edged with gold piping	Navy blue blazer with crest, edged with gold piping
Black leather shoes	Black leather shoes
Charcoal grey socks	Navy tights
Summer - Charcoal shorts worn with knee-length charcoal grey socks	Summer Dress: light blue, with white stripe, to be worn with short white socks
Nursery Uniform items for Boys & Girls	
Navy blue gloves	
Crested navy reversible storm-proof jacket	
Crested navy blue PE bag: draw string	
Crested navy blue 'beanie' hat	
Crested navy blue fleece scarf	
Crested legionnaire's summer hat	
Crested navy blue book bag (ordered through school)	
Waterproof raincoat, trousers (ordered through Nursery) and wellington boots (any colour)	

### Nursery PE Uniform

All children should keep their PE kit in a navy drawstring pump bag, clearly labelled with their names.

Nursery Sports Uniform
White polo-shirt

PE shorts
MidLayer
Tracksuit Trousers
Swimming Costumes/Swimming Shorts
2 pairs white ankle socks
Trainers

Optional items for Nursery students (these will all be in navy):
Preparatory Boys' Crew Neck PlayerLayer
Preparatory Girls' Crew Neck PlayerLayer
Preparatory Boys' BaseLayer Shorts
Preparatory Girls' BaseLayer Shorts
Preparatory Boys' PlayerLayer Leggings
Preparatory Girls' PlayerLayer Leggings

Optional items for the Summer term
Preparatory Boys' White Crew Neck PlayerLayer Top L/S
Preparatory Girls' White Crew Neck PlayerLayer Top L/S

All trainers need to be 'sports' trainers and not 'designer' ones. This is for safety reasons. Please, no zips on trainers. We discourage students from wearing 'coloured' trainers and would prefer that trainers be predominantly white or black.

### **Preparatory School Uniform (Years 1 - 6)**

All clothing and personal possessions **must be clearly labelled**, using sew-in labels. All labels should be if at all possible, clearly visible on PE shirts and shorts/skirts. **Please do not send your child to School wearing jewellery**, as it can become trapped, get broken and pulled, causing distress to all concerned. Girls with pierced ears may wear plain studs or sleepers, which must be removed or taped on PE days.

## Preparatory School Uniform (Years 1 - 6)

Preparatory School Boys	Preparatory School Girls
Charcoal grey trousers	Tartan pinafore
Sleeveless navy blue jumper, gold inlay (Long sleeve option available)	Navy blue cardigan with gold inlay
White shirt for Years 1-6, long & short sleeve	White reverse blouse (no tie) in long & short sleeve form, Years 1-6
Blue background tie, with gold emblem	
Navy blue blazer with crest, edged with gold piping	Navy blazer with crest, edged with gold piping
Black leather shoes	Black leather shoes
Summer charcoal shorts compulsory for <b>Years 1-5</b> , worn with knee-length charcoal grey socks in the Summer term *	Summer Dress: light blue, with white stripe, to be worn with short white socks *
	Short white socks to wear with Summer Dress *
Charcoal grey socks	Navy tights

\* Summer term only

## Preparatory School Uniform Items for Boys & Girls (Years 1 - 6)

Crested navy reversible storm-proof jacket
Years 1-2: Crested navy blue school bag (for Sports kit) Years 1 - 2: Book bag (available from Reception) Years 3-6: large back-pack
Crested navy blue 'beanie' hat
Crested navy blue fleece scarf or woollen scarf
Navy blue gloves
Crested legionnaire's summer hat

**Coats:** All students **must** have the Ratcliffe College coat and Ratcliffe College hat and scarf for when the weather is cold. **All hats, scarves and gloves must** be purchased from SchoolBlazer.

**Tractor suits:** Your child will need a Tractor suit for playtime. These can be purchased from [kidshivis.co.uk](http://kidshivis.co.uk) 'childrens coveralls' - Navy blue

**Bags:** Students should use the Ratcliffe College back-pack or book bag (for Years 1 and 2).

**Aprons:** Children need to have an art apron which can be purchased from the Prep School Reception and charged to the School bill.

**Hair** must be clean, tidy, neat and **must be its natural colour**. All hairstyles must be reasonable, and hair must appear brushed or combed and girls' hair must be tied back in a ponytail. Spiked or back-combed hairstyles are not appropriate for School. Boys' hair must not be too long, i.e. above collar length and out of the eyes, nor must it be too short. The minimum length for boys' hair is grade 4. Hair should be of the same length and there should not be a significant difference in the length /style of hair e.g., very long on top and shaved at the side or back. **Students who attend School with dyed hair or a haircut that is deemed inappropriate may be sent home from School. They will be asked to have the colour or style of their hair adjusted by a hairdresser before returning to school.**

**Make-up** must not be worn in the Preparatory School.

### **Sports Uniform for Students in the Preparatory School**

A mouth guard must be worn for rugby and hockey (Years 3-6 only). Parents will be notified of the details.

All students should keep their PE kit in a **sports bag** purchased from SchoolBlazer, clearly labelled with their names.

<b>Preparatory School (Years 1 and 2)</b>	
Junior White Playing Shirt	Junior PE Shorts
Junior MidLayer	Junior TrainaLayer Bottoms
Junior Swimming Costume/Swimming Shorts	2 pairs white ankle socks
Junior Navy Crew Neck PlayerLayer Top L/S	Junior WeatherLayer Jacket
1 pair of outdoor trainers and 1 pair of indoor trainers	

**Optional items for Preparatory School (Years 1-6)**  
**(these will all be in navy):**

Junior Boys' BaseLayer Shorts	Junior Girls' BaseLayer Shorts
Junior PlayerLayer Leggings	Junior Girls' PlayerLayer Leggings
<b>Optional items for the Summer term</b>	
Junior Boys' White Crew Neck PlayerLayer top L/S	Junior Girls' White Crew Neck PlayerLayer Top L/S

**The dress code for male students in the Senior School**

Every item must be clearly marked with the student's name and Ratcliffe College (RC) number. Name labels embroidered initials must be clearly visible on PE shorts and shirts/skorts. Cloth label tapes must be sew-in and not iron-on.

**Students in Years 7-11**

<b>Senior School Uniform</b>	
<b>Senior School Boys</b>	<b>Senior School Girls</b>
Charcoal Grey Trousers	Tartan Kilt
Blue and white shirt long & short sleeve	Blue & White revere blouse (no tie) long & short sleeve
Sleeveless navy-blue jumper, gold inlay (Long sleeve option available)	Sleeveless navy-blue jumper, gold inlay (Long sleeve option available)
Polywool navy blue blazer with crest, edged with gold piping	Polywool fitted navy blazer with crest, edged with gold piping
Blue background tie, with gold emblem	
Black leather shoes (not suede, not matt, not boots, not deck shoes, no decorations or logos, not black pumps or trainers).	Black leather flat shoes (Years 7-9), with a maximum 4cm heel (Years 9-10). (not suede, not matt, not boots, not deck shoes, no decorations or logos, not black pumps or trainers).
Black or dark grey socks	Navy blue tights

## Senior School Uniform Items for Boys & Girls

Navy blue school scarf, collegiate style

### Uniform Options - Sixth Form Only

We expect Sixth Form students to maintain high standards of dress and appearance, thereby setting an example to younger students and demonstrating their increased responsibility within the School. The general principle underlying the Sixth Form uniform guidelines is that students should resemble young professional people, aiming to look smart all day, every day. We want Sixth Form students to feel a pride in their appearance and to be comfortable in their day to day clothing, while appreciating that bright/garish colours and 'casual' or 'social event' type clothing is not appropriate during the working day.

Boys	
Shoes	Black leather (not suede or patent)
Suit	A formal suit with matching trousers - black, grey or navy blue; either plain or with a <b>subtle</b> pinstripe or check suit. Trousers must be full length and not skin-tight. Waistcoats are permitted if they match or complement the suit.
Socks	Plain navy, grey or black (bright colours are not permitted)
Shirt	<b>Plain</b> or discretely striped (pastel colours only). Shirts must be tucked in at all times and the top button must be fastened. Short sleeved or long sleeved.
Tie	Obligatory - The following ties are acceptable: School tie, Sixth Form tie, County or National representative or School Colours tie. The Sixth Form tie should be purchased directly from School Blazer.
Jumper	Optional, V-neck navy blue, mid to dark grey or black. Jumpers must be thin or medium knit. Thick, 'baggy' jumpers are not appropriate.
Scarves	Navy blue school scarf, collegiate style, available from Schoolblazer.com
Warm Hats	Plain dark blue. These can only be worn outside and not in the School buildings.

### Girls



Shoes	Black leather (not suede) flat or with a heel (maximum 7cms on the grounds of safety). Not stilettos.
Suit	A formal suit with either matching trousers or skirt – black, grey or navy blue; either plain or with a <b>subtle</b> pinstripe or check suit. Skirts <b>must be no shorter than ‘a hand’s width’ above the knee and not skin-tight</b> . Trousers must be longer than mid-calf and <b>not</b> skin-tight. Waistcoats are permitted if they match or complement the suit.
Tights	Natural, grey, navy or black (plain not patterned).
Shirt	<b>Plain</b> or discretely striped (pastel colours only) with a collar that can be buttoned up appropriately. No ‘sheer’ shirts or t-shirts, vest tops or strappy tops.
Jumper	Optional, V neck navy blue, mid to dark grey or black. Jumpers must be thin or medium knit. Thick ‘baggy’ jumpers not appropriate.
Scarves	Navy blue school scarf, collegiate style, available from Schoolblazer.com
Warm Hats	Plain dark blue. These can only be worn outside and not in the School buildings.

### Senior School Sports Uniform

Senior School Sports Uniform	
Senior School Sports Boys (referred to as “Mens” for ease of sizing)	Senior School Sports Girls (referred to as “Womens” for ease of sizing)
Men’s Reversible Rugby Jersey	Women’s Navy Playing Shirt
Men’s Blitz Rugby Shorts	Women’s Navy Skort
Men’s PE Shorts	Women’s PE Shorts
Men’s White Playing Shirt	Women’s White Playing Shirt
Men’s Pro Socks	Women’s Pro Socks
Men’s MidLayer	Women’s MidLayer
Men’s Navy Crew Neck PlayerLayer Top	Women’s Navy Crew Neck PlayerLayer Top
Men’s WeatherLayer Jacket	Women’s WeatherLayer Jacket
Men’s TrainaLayer Bottoms	Women’s TrainaLayer Bottoms
Men’s Swimming Shorts	Women’s Swimming Costume

1 pair of rugby/football boots (approved safety studs only)	
2 pairs white ankle socks	2 pairs white ankle socks

<b>Optional items for Senior School students</b> (these will all be in navy):	
Men's Baselayer Shorts	
Women's Baselayer Shorts	
Men's PlayerLayer Leggings	
Women's PlayerLayer Leggings	

<b>Optional items for the Summer term</b>	
Men's White Crew Neck PlayerLayer Top L/S	
Women's White Crew Neck PlayerLayer Top L/S	
Women's White PlayerLayer Skort	

<b>Senior School Sports items for both Boys &amp; Girls</b>	
1 pair outdoor trainers	
1 pair astro trainers ( <i>team players <b>must</b> have them</i> )	
1 pair indoor trainers ( <i>not baseball/basketball boots</i> )	
1 tennis racket ( <i>summer term</i> )	
1 hockey stick	
1 School bag ( <i>maximum length 18"</i> )	
1 sports bag purchased from SchoolBlazer	
1 pair shin pads	
1 mouth guard (hockey & rugby) - all students must have a mouth guard; the School recommends O-Pro	
1 swimming cap	
1 pair swimming goggles	
White cricket trousers and a white cricket shirt are required by all cricket team players (summer term)	
Tennis whites are required for all team players (summer term)	

**In the event of prolonged hot weather in the summer term, the headmaster may relax this code by declaring that summer dress may be worn (shirt sleeve order)**

The following issues in personal presentation and appearance always apply to students:

Hair is worn tidily, and in the case of male students, clear of the collar and ears. Excessively short hairstyles are to be avoided. Female students should use discrete, sober-coloured hair clips and tiebacks.

The school strongly discourages artificial hair colouring or highlighting and may require students to return their hair to its natural colour. Students may be subject to school sanctions for inappropriate hair colours and styles.

Male students may not wear facial jewellery, e.g., earrings. For female students, jewellery is limited to the following: unobtrusive, single earrings (e.g., studs) and a discrete cross and chain necklace.

Male students must be clean shaven.

#### **Further guidance on appearance:**

**Shirt Sleeve Order** may be worn in hot weather when the Headmaster gives permission to do so. Blazers and ties may be removed, and sleeves neatly rolled up unless students choose to wear a short-sleeve shirt. Full School uniform must continue to be worn for Whole School assemblies. During the summer term, girls may wear a short-sleeved reverse shirt.

**Jewellery:** girls with pierced ears may wear plain studs only (one pair only in the lobes). No bright colours, **no discs or oversized earrings are permitted**. A watch, one ring and a necklace (to be worn out of sight) are allowed. One Bracelet may be worn. Any jewellery brought into the School is at the owner's risk. Jewellery worn because of body piercing, other than that listed above, is not permitted at any time. **Jewellery must be removed for all sports lessons and fixtures. Students are not permitted to have tattoos (permanent or temporary).**

**Make-up:** students must not wear Make-up in Years 7-10 when in uniform. Light make-up may be worn by girls in Year 11 and the Sixth Form (Years 12 and 13) when in their suits if they wish. Sixth Form girls may wear nail varnish in "nude" shades only. If make-up is deemed to be too heavy girls will be asked to remove it.

**Hair** must be clean, tidy, neatly cut and **must be its natural colour**. All hairstyles must be **reasonable**, and hair must appear brushed or combed. Spiked or back-combed hairstyles are

not appropriate for School. Girls from Nursery to Year 11 hair must be tied back in a ponytail with a hair band not a clip. Hair accessories need to be discrete and navy blue in colour. Flowers, bows or large clips are not permitted. Boys' hair must not be too long – as a general guideline, it should be no longer than collar length and out of the eyes – nor must it be too short (a minimum of grade 3). Boys must be clean shaven. Hair should be of the same length and there should not be a significant difference in the length /style of hair e.g., very long on top and shaved at the side or back. **Students who attend School with dyed hair or a haircut that is deemed inappropriate may be sent home from School.**

**We ask that parents check that their child fully meets all uniform requirements when they drop them off at School in the morning.**

We believe our uniform and appearance guidelines offer a common sense and reasonable approach and we ask parents to support us in upholding these guidelines.

Students who do not meet the reasonable standard set out in this policy may be subject to a school uniform report and potential sanctions in line with the school's behaviour, rewards, and sanctions policy.

**However, please note that in all circumstances it is the School that decides what constitutes reasonable standards.**

#### **Guidelines for staff on enforcing the school dress code:**

- The Headmaster requires that all staff support and enforce the dress code throughout the School day, and in all areas of the School campus.
- All staff have a responsibility to challenge students who are not following the School dress code or are wearing School clothing in an inappropriate way. This challenge may need to be followed up with disciplinary sanction.
- All staff have a responsibility to avoid, whenever possible, creating situations that might undermine the School dress code (by, for example, obliging students to break the dress code). If a teacher believes there is a serious reason why s/he should excuse a student or students from the dress code during a time when it normally applies, that teacher must seek consent from the Deputy Head Pastoral before proceeding.
- The medical department may always excuse students from any element of the dress code without reference to senior staff but will always issue the student(s) concerned with a note of medical permission.
- For boarding students, the Housemaster/Housemistress (and their house staff) are responsible for ensuring that each student is equipped with a full School dress code wardrobe. There should be a check of this provision at the beginning of each term, and at regular points during the school year. The Housemaster/Housemistress should

communicate with parents promptly when any problem arises in this regard.

- House staff are responsible for ensuring that each student is fully and correctly dressed at the beginning of each school day. This will normally take place in the House registration period, but an individual Housemaster/Housemistress may make alternative arrangements if they lead to better results. House staff and matrons will make regular uniform checks during the week (at House assemblies, for example), and will take steps to ensure that the dress code is observed by each member of their House.
- If a boarding student is finding the observance of the School dress code a difficulty, it is the responsibility of the Housemaster/Housemistress to bring this issue to the attention of the student's parents, and to work with them to overcome the difficulty.
- Tutors have a special responsibility for the standard of dress of the members of their tutor group. It is in the context of the tutor group that issues of School clothing may most appropriately be discussed, and an understanding of standards established. The tutor should have an active concern that the members of the tutor group observe appropriate standards and should ensure that this is monitored in tutor meetings.
- Teachers should ensure that the dress code is observed in their classroom and refuse to accept alternative standards or styles of dress from any student. Students who present themselves for class without the correct dress code clothing and without correct permission should issue a behaviour point; those who appear untidily dressed should be required to dress themselves tidily.
- If a teacher finds that s/he is regularly addressing these issues with any student, the student's Head of Year or Housemaster/Housemistress should be informed.
- All Staff have a responsibility for standards of student dress in all parts of the campus and throughout the teaching day and should therefore be prepared to challenge inappropriate standards in all contexts.