

Sixth Form Code of Conduct

Sixth Form students at Bushey Meads School are seen as leaders and ambassadors of the school community and as such play a vital role in the ethos of the school.

Sixth Form students are expected to act as role models for the younger students within the school and as such are expected to:

- Behave appropriately at all times, following the school code of conduct
- Attend all lessons, tutorials and assemblies on time
- Organise study time effectively, ensuring all work is submitted by the deadline
- Adhere to the Sixth Form Dress Code

Attendance

In cases of unplanned absences, for example due to illness, the school must be informed as early as possible on the first day of absence, preferably before 11 am, of the reason for the absence. The parent or carer should telephone the school absence line on **0208 955 8863** stating the child's full name, form group and reason for the absence in a clear voice.

If students are to be absent for any reason other than illness, prior authorisation must be sought from the Head of Sixth Form, by completing a REQUEST FORM FOR AUTHORISED ABSENCE (available from the Sixth Form Study Centre). Students are permitted to visit up to five Higher Education Establishments and should submit a request form for permission.

Holidays may not be taken during term time. In very special circumstances, the Headteacher may authorise absence from school, but this will only happen if the parent or carer makes a written request in advance.

Sixth Form Dress Code

There is an expectation that Sixth Form students dress appropriately for 'smart office wear'. We believe that this not only prepares students for their studies but also for life beyond school. All sixth Form students should visibly wear their ID lanyard at all times.

Hair and/or make up should be of a style suitable for a professional environment; if hair is coloured it should be within the natural colour range.

No facial piercings are allowed. Ear piercings are allowed in line with the whole school policy of one stud or sleeper earring per ear. We would also like to take this opportunity to remind you that it is illegal for a young person under 18 to be tattooed. Where a young person does have a tattoo it must be covered.

Guidelines

BOYS :

- A plain suit blazer/jacket and suit trousers
- A long or short sleeve suit smart shirt
- A tie
- Smart dark shoes
- Optional – A waistcoat, smart tank top, v-neck jumper, cardigan worn underneath the suit jacket

Jumpers, hoodies, casual cardigans, leather jackets, denim, trainers, canvas shoes, military boots, suit without a suit jacket, trousers with outside pockets and clothing with holes, studs or rips are not permitted.

GIRLS:

- A skirt/trouser suit and jacket or smart dress with jacket
 - *skirt/dress length: to be no more than 3 inches above the knee*). Tailored and fitted items are permitted but skin tight is not
 - *Trousers: Smart/tailored boot cut, straight-leg or tapered trousers*
- Short or long sleeved blouses, smart/fine knitwear, blazers
- Smart flats, low-mid heel shoes or smart boots

Leggings, jeggings, hoodies, casual cardigans, leather skirts, leather jackets, leather trousers, denim, trainers, canvas shoes, flip flops, above the knee boots, "Ugg" style boots, military boots, , trousers with outside pockets or studs, clothing with holes, studs or rips and sleeveless, strappy or low cut tops/dresses are not permitted.

Any Sixth former in breach of the dress code will be issued with consequence points and may be isolated.