



# St Michael's Catholic College

Llewellyn Street, Bermondsey, London SE16 4UN

Tel: 020 7237 6432

[www.stmichaelscollege.org.uk](http://www.stmichaelscollege.org.uk)

Principal: Ms Felicity Corcoran

Vice Principal: Ms Charlotte Sayed

Acting Vice-Principal: Ms Joanna Nottage

31<sup>st</sup> August 2022

## Reminder to Parents and Carers: Important Start of Term Information

Dear Parent/Carer

We look forward to welcoming students back to St Michael's over the next few days and in particular to welcoming our new Year 7 and 12 students to the college. In order to ensure a smooth start please find below some important reminders and key information required by students/parents and carers for the start of term. In our experience students are best supported to be happy in school and to achieve their potential when we work in partnership together and have the same expectations.

Therefore, I ask that all parents and carers read the information below very carefully with your child/ren so they can have a positive and successful start to the new academic year. Our policies and procedures are very clear at the time of admission to St Michael's and are applied consistently to all students. For the sake of the common good and in line with our Salesian community ethos it is not reasonable for parents, carers or students to ask us to make exceptions for their child or to expect that policies or procedures should not apply to them.

Thank you for your support

Yours Faithfully

A handwritten signature in black ink, appearing to read 'F. Corcoran', is written over a light blue horizontal line.

Ms F. Corcoran  
Principal



### Arrangements for the Start of Term

- Thursday 1<sup>st</sup> September: Inset day for staff
- Friday 2<sup>nd</sup> September: 9:30am Start of term for Year 7 & 12 students only
- Monday 5<sup>th</sup> September: 8:40am Start of term for Year 11 & 13 students
- Tuesday 6<sup>th</sup> September: 8:40am Start of term for Year 8, 9 & 10 students

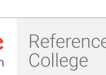
### Student entry/exit locations and start and finish times

Year Group	
7	8:40 am-3:25 pm Sugar Lane Gate
8	8:40am- 3:30 pm Sugar Lane Gate
9	8:40am- 3:25pm Back Gate
10	8:40 am-3:30pm Back Gate
11	8:40am- <u>4:30pm</u> Back Gate AM and main reception PM <u>All Year 11 have compulsory study clubs until 4:30pm to support with GCSE preparation.</u>
12	8:40am - 3:30 pm Sugar Lane Gate
13	8:40am-3:30 pm Front Gate Llewellyn Street Year 13 study clubs until 4:30pm by arrangement

### Attendance and Punctuality

Gates close at 8:40am and students who arrive after this time will be marked late and will be issued with an after-school detention on the same day. The college will consider not issuing a detention if lateness is unavoidable and a one off e.g. transport strikes, road accident, student is unwell on the way to college. However, these reasons will not be accepted if a student is persistently late.

In line with Department of Education policy the college will not authorise any holiday taken in term time and is under no obligation to set work for students missing school for this reason. Every day missed is 5 hours of learning lost. Parents/carers are asked to book any medical and dentist appointments outside of school hours and need to be aware that stricter regulations in relation to punctuality, attendance and in particular unauthorised absence are



due to be brought in this year in line with Department of Education guidance. More details will be provided at curriculum evenings in September.

### **Curriculum Evenings**

The college hold curriculum evenings in September as a way of providing parents/carers with important information relating to each year group. It is important that parents/carers attend to ensure total clarity in relation to expectations and college policies and procedures. This allows us to work in partnership together in support of all students. This year we will be holding some curriculum evenings in person for Year groups whose parents/carers have not been able to come onsite the longest and for exam Year groups e.g. Year 11 and Year 13. If your child's year group have a remote curriculum evening on this occasion there will be opportunities for you to attend other meetings during the year in person.

<b>Year Group</b>	
<b>7</b>	<b>Thursday 13<sup>th</sup> September 5pm - Remote</b>
<b>8</b>	<b>Thursday 8<sup>th</sup> September 5pm – IN PERSON</b>
<b>9</b>	<b>Tuesday 13<sup>th</sup> September 5pm- Remote</b>
<b>10</b>	<b>Thursday 13<sup>th</sup> September 6pm- Remote</b>
<b>11</b>	<b>Tuesday 6<sup>th</sup> September 5pm – IN PERSON</b>
<b>12</b>	<b>Thursday 8<sup>th</sup> September- IN PERSON</b>
<b>13</b>	<b>Tuesday 6<sup>th</sup> September 6pm – IN PERSON</b>

### **ST MICHAEL'S CATHOLIC COLLEGE UNIFORM POLICY**

Years 7-11 (Years 12 and 13 should see the 6<sup>th</sup> form Dress Code information on the website)

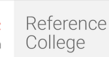
**We want all students to take pride in their appearance and to recognise that they wear a uniform to show they are a valued part of the college community. Therefore, all students are required to meet College uniform requirements at all times both in school and on the way to and from school. It is not reasonable for parents/carers to ask us to make exceptions for their child as it undermines our high standards and ethos. We ask all parents and carers to read this policy carefully and ensure their child's uniform complies.**

Please note all items of uniform are available from Whitehall Clothiers, 77 Camberwell Road, SE5 OEZ Tel: 020 7703 3604

Both Whitehall Clothiers and St Michael's can provide help to any families who require support in purchasing uniform so please do contact us if you require financial assistance in this way. In the autumn term we will also be setting up a second-hand uniform store in conjunction with the



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Parent Focus Group and student Eco Committee to support families and promote sustainability. Please note that during the next academic year we will be consulting on a move to one set of uniform requirements for both girls and boys in the interests of equality. This year trousers have been introduced for girls from September 2022 following consultation with the student parliament. The College asks all parents/carers to ensure that if their daughter opts to wear trousers that they meet the college requirements and are bought from Whitehall Clothiers only. If they don't students will be asked to wear the kilt instead to avoid staff having to waste time dealing with uniform infringements.

### Girls Uniform

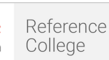
- Grey Kilt – (same shade of grey as blazer) – no extremes of length. Girls are not permitted to roll up the waistband of their skirts and the skirt must be knee length or longer.
- Or
- Grey trousers (same shade of grey as blazer) trousers are only available from Whitehall Clothiers and must be the same as the boys' trousers.
- White Fitted Blouse with revered collar neck – only available from Whitehall Clothiers – not the male white shirt with a top button.
- Grey Cardigan with double white trim – only available from Whitehall Clothiers. Students are not permitted to tie up their cardigans at the back.
- Grey Blazer – with College Badge – only available from Whitehall Clothiers.
- Black tights/ankle length or knee length black socks.
- Black/ Navy/Dark Grey Coat No other colours, patterns or logos allowed. Outdoor hats and must be should be plain black, navy or grey. Coats, hats, scarves and shawls/wraps are not allowed to be worn inside the college building.
- Formal Black Leather Shoes (NOT trainer style or boots) with black soles, black laces (if lace ups) and all black stitching.
- TRAINERS OF ANY COLOUR MAY NEVER BE WORN AT OR TO AND FROM THE COLLEGE

### Boys Uniform

- Grey Trousers – (same shade of grey as Blazer).
- White Shirt.
- Clip on tie (different design for years 7-10 and 11).
- Grey cardigan with double blue trim – only available from Whitehall Clothiers.
- Grey blazer with blue trim – only available from Whitehall Clothiers. Students are not permitted to tie up their cardigans at the back.
- Black socks
- Black/ Navy/Dark Grey Coat No other colours, patterns or logos allowed. Coats, hats and scarves are not allowed to be worn inside the college building.
- Formal Black Leather Shoes (NOT trainer style or boots) with black soles, black laces (if lace ups) and all black stitching.
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### School Bags

- All students in Years 7-10 must have the official St Michael's School bag bought from Whitehall Clothiers with their name written on the name label. No other bags will be allowed in these year groups.



- In Year 11 for this academic year only students must have a black rucksack/school bag. Handbags are not permitted.

### PE Kit

PE kit requirements are the same for all students and items are available from Whitehall Clothiers

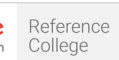
- St Michael's PE sport shirts
- St Michael's PE 1/4 zip sweatshirt.
- Navy Shorts or Navy tracksuit bottoms (leggings and cycling shorts are NOT allowed)
- Trainers (no pumps, converse etc)
- Pupils should bring their own roll-on anti-perspirant. Aerosols are not permitted as they cause problems for those with asthma.
- If students forget their P.E. Kit it will result in students receiving a negative mention on their record. Pupils will be expected to borrow a clean P.E. Kit from the P.E. Department which must be washed and returned to the P.E. Department promptly.
- All pupils at St Michael's are expected to take part in P.E. unless there is medical evidence to excuse them.
- All children who are selected for college teams will be expected, if required, to play on Saturday mornings and after college hours during the week.

### Equipment

- All pupils must have a ballpoint pen, pencil, eraser, ruler and geometry set and a small scientific calculator.

### Additional information

- Chewing Gum is **STRICTLY FORBIDDEN** in college as it causes costly damage.
- All items of uniform should be clearly marked with the students' name.
- Caps and non-winter hats are banned at all times.
- Make-up, nail varnish and false nails are not to be worn by any pupil.
- Jewellery is not allowed at all and cannot be worn whilst travelling to, from or at college, including earrings. This applies to all pupils. Jewellery and any other unauthorised items will be confiscated and returned to parents/guardians at the end of each college term. We do not allow students to cover piercings with plasters/use clear plastic studs to protect piercings. Therefore, students will be required to remove any piercings. Students are advised to have any piercings done at the start of the summer holiday to allow enough time for healing and earrings etc to be removed before the start of term.
- Wristwatches are permitted but **smart watches are not allowed** as this would be the same as allowing students to have a phone with them which is switched on all day.
- Mobile phones if brought to college should be switched off before entering the school site and must not be switched back on or used until the pupil has left the college site. Students who do not follow these requirements or breach the safety policy will have the right to bring a phone to college revoked.



## College Hair Policy

The College hair policy has been informed by student, staff, parent and governor feedback to ensure our policies reflect and are supportive of the diversity of our college community.

Parents and carers are asked to read the policy carefully and go through it with their child so that everyone is clear about expectations. It is not fair to expect the college to make an exception for your child unless there is a specific medical reason.

- Students' hair should remain naturally coloured with one natural colour. Streaked, dyed, two tone, highlighted or coloured hair/braids are not permitted, nor are exaggerated hair styles e.g. Mohican
- For health and safety reasons students with hair that is shoulder length or longer must have their hair tied back in PE, DT and Science lessons and hair/fringes should not fall across students' eyes making it difficult for them to see or fully participate in lessons. Also, for health and safety reasons hair should be no longer than waist length.
- Afro-textured hair can be worn in all styles including, afros, locs, twists, braids, cornrows, fades, hair straightened through the application of heat or chemicals and weaves (in line with the 'Halo Code') but should be one natural colour. We acknowledge that Afro-textured hair requires specific styling for hair health and maintenance.
- Students are not permitted to have their heads shaved all over (skinhead/0.5 or less all over) and lines (including false partings) and patterns are not allowed to be shaved into eyebrows or hair.
- In years 7-11 hair accessories for all students e.g. hairbands, headbands, ribbons, slides, etc. must be black. Please note headbands should be narrow and glass or plastic beads are not allowed for health and safety reasons.
- In the 6<sup>th</sup> form all hair accessories and head scarves etc. must be black, navy or grey in line with the 6<sup>th</sup> form dress code colours.
- Information from the Halo Collective has also been used to inform our hair policy and we have adopted the halo code. More information can be found here:  
<https://halocollective.co.uk/halo-school/>



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