



Dear parents and carers,

Re: Start of term-routines and expectations

It is hard to believe a whole term has gone by already! We would like to take this opportunity to thank all our families for their support this year; we are proud of so many achievements, both individual and collective and are looking forward to more to come in 2023!

Students return to school on **Wednesday 4th January 2023**. We will have an extended tutor time, from 8.40am (normal start time for school day) until 9.50am for all student to **revisit our academy expectations and ensure all students are appropriately dressed, in full uniform including their lanyards, fully equipped, with their stationary, books and planners, and understanding of our expectations.**

We will spend time clarifying with students the importance of choices and consequences and will focus specifically on the below:

School uniform-Students will be expected to wear the correct uniform at all times throughout the day.

For Year 10 and 11 this consists of:

- Either a plain black knee-length skirt or trousers (not jeans or leggings) and a plain white shirt with collar and a Mulberry UTC tie, or a plain black salwar kameez
- A plain black blazer with purple school logo on the pocket
- A grey school cardigan or v neck school jumper (optional)-any other style of jumper is not permitted
- Plain black, white or grey ankle socks or black tights
- Plain, black, sensible, safe flat shoes (not plimsolls, trainers, sandals, high heels or leisure shoes)
- Mulberry UTC lanyard (provided by the school)
- A sensible bag, large enough to carry an A4 folder safely to and from school

UTC lanyards must be worn at all times. A blazer must be worn at all times unless permission is given by a teacher to remove it.

Details of where to purchase school uniform can be found on our website. Hats and scarves must be removed before students enter the UTC building. If students wish to wear a headscarf (hijab) this must be plain black with no fringe or tassels and must be worn appropriately.

For Year 12 and 13 this consists of:

- Either a smart, business-style dress **or** a smart, business-like shirt or blouse with a smart, business-like pair of trousers/skirt
- Skirts and trousers must be of appropriate material and must not cling to the body. Mini-skirts, shorts, leggings, jeans and skin-tight trousers are not permitted. Dresses, shirts and blouses must also be of appropriate material. They must not cling to the body or be transparent or revealing. Midriffs must not be shown. If a shirt or blouse is worn without a tie, t-shirts or vest tops must not be visible.
- A blazer or formal jacket



- A tie (optional but may be required if wearing a shirt for interviews, presentations and formal events)
- Mulberry UTC lanyard (provided by the school)
- Plain, sensible, safe flat shoes (not plimsolls, trainers, sandals, high heels or leisure shoes)
- A practical, warm and rain-proof coat for outdoor use
- A sensible bag, large enough to carry an A4 folder safely to and from school

For Health Science students:

- A white lab coat and goggles, provided by the school

For Creative Industries students:

- UTC sweatshirt or hoodie (**UTC hoodie only, no other hoodies are permitted**), black t-shirt and black trousers
- hats and scarves must be removed before students enter the UTC building. If sixth form students wish to wear a headscarf (hijab) this must be plain with no fringe or tassels and must be worn appropriately.

The niqab and the burkha are not part of school uniform and are not to be worn by any students including those in the sixth form. Students may choose to wear them in their daily journey to or from school, as it is accepted they may wish to exercise this personal choice when not engaged in school activities, but must take them off before entering school premises.

UTC lanyards must be worn at all times

All students in the Sixth Form at Mulberry UTC must wear smart business dress. This dress code sets the tone for the rest of the school in terms of appearance: Year 12 and 13 students' dress should be smart, business-like and appropriate to their position as role models for younger students. Sixth Form students are given a degree of choice about their clothing but must adhere to this dress code and to the principles of modesty, practicality, equity and health and safety. If a member of UTC staff deems an item of clothing unsuitable or inappropriate, they will ask the student to remove and/or adjust it.

Students who wear incorrect uniform (e.g. hoodies, incorrect jumpers, trainers) will be asked to hand the item to main reception where it will be labelled and safely stored until the end of the school day-all students will be expected to follow this. If an item cannot be removed (e.g. incorrect skirt) then parent/carer will be contacted to support their child by bringing the correct uniform to school.

Equipment:

Students will be expected to have the correct equipment for all their lessons throughout the day. Students will need their **stationary and their planners** and will be expected to have these out on their desks at the start of every lesson. We will replace any lost planners on day one next term to ensure all students have what they require for their learning from day one.

Mobile phones:

We understand that most students have mobile phones and understand their importance, especially with regards to safety travelling to and from school. Students must ensure that their mobile phones remain out of sight at all times (this includes holding them or taking them out of pockets/bags at any time). **Mobile phones are not permitted anywhere in the school building; they must not be seen or heard.** Any student with a mobile phone out, including headphones or other personal electronic equipment in school **will have them confiscated for the remainder of the schools day.** Phones and



other confiscated equipment will be labelled and kept in a locked cupboard in the main office. Students will collect confiscated phones from the main office at the end of the same school day.

Classroom rules- developing a work-ready mindset:

We want Mulberry UTC to have a calm and purposeful atmosphere in which all students feel safe and in which they can achieve and progress to their full potential. We will spend time reminding students of our classroom rules and expectations including:

- Arriving on time, wearing correct uniform
- Ensuring all coats and other items of outdoor clothing are removed before entering the classroom
- Students sitting according to the teacher's seating plan with planners and equipment out on the desk at the start of the lesson
- Listening to the teacher's instructions and following them the first time they are given.
- Being respectful to everyone in the class.
- Not drinking, eating, or chewing in class (students may bring water to drink for lessons but must use social times to replenish these).
- Remaining in the classroom unless given permission to leave (teacher will provide a note on these occasions)

We wanted to write and share this with you before we break for the holidays to allow families time to prepare their children for the start of next term and we thank you in advance for your support as this is so incredibly important.

Have a really lovely break and enjoy precious time with families and friends

Best wishes

Mulberry UTC Staffing body