



Lichfield Cathedral School

# UNIFORM LIST and School Rules

September 2015 onwards

## **School uniform supplier**

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

Parents need to register with Schoolblazer and set up an account for each child. You will be asked to enter a series of measurements and will then only be offered the items of uniform that relate to your child(ren).

## **Second Hand Uniform Shop**

Open at the Longdon site Mondays and Wednesdays during term time  
8.30am to 9.15am

*Organised and run by parents via The Friends of LCS*

Pre-School and Reception Girls		School blazer?	Price		Notes
			Ex VAT	Inc VAT	
<b>UNIFORM</b>					
Sweatshirt	Black crested sweatshirt	✓	£ 15.50	n/a	
Jogging Bottoms	Plain black jogging bottoms	✓	£ 13.50	n/a	All day Tuesdays and Thursdays
Polo Shirt	Gold crested pique polo shirt	✓	£ 11.50	n/a	
Pinafore	Ellie style V neck pinafore in Lichfield tartan	✓	£ 38.50	n/a	Michaelmas & Lent Terms
Cardigan	Plain black V neck cardigan	✓	£ 18.50	n/a	All year
Polo Shirt	Gold crested pique polo shirt	✓	£ 11.50	n/a	<i>Same as above</i>
Coat	Black reversible stormproof coat crested	✓	£ 36.00	n/a	All year
Summer Dress	SB tabbed summer dress, gold and white stripe	✓	£ 30.00	n/a	Usually Trinity Term, but weather dependent
Book Bag	Printed book bag	✓	n/a	£ 7.80	All year
Tights/socks	Black cotton rich tights or long black socks				Michaelmas & Lent Terms with pinafore
	White ankle or long socks				Trinity Term with summer dress
Shoes	Black (not slip on, boots or patent)				Michaelmas & Lent Terms with pinafore
	Black sandals with covered toes				Optional for Trinity Term with summer dress
Wellington boots	Any style or colour				Kept in school all year
Gloves/scarf/hat	Plain black				During cold weather
Sun hat	Plain white				During warm/hot weather
Hair	Hairband, ribbon or scrunchie in black or gold only				All year
<b>SPORTSWEAR</b>					
Sweatshirt	Black crested sweatshirt	✓	£ 15.50	n/a	Outdoor kit - <i>Same as above</i>
Jogging Bottoms	Plain black jogging bottoms	✓	£ 13.50	n/a	Outdoor kit - <i>Same as above</i>
Polo Shirt	Gold crested pique polo shirt	✓	£ 11.50	n/a	Outdoor kit - <i>Same as above</i>
PE Polo	Plain white, unisex	✓	£ 11.50	n/a	Indoor kit
PE Shorts	Plain white	✓	£ 10.00	n/a	Indoor kit
Gym shoes	Black slip-on pumps, not laced				Indoor kit
Socks	White ankle socks				Indoor kit
Drawstring bag	Named on outside				All year

Pre-School & Reception Boys		School blazer?	Price		Notes
			Ex VAT	Inc VAT	
<b>UNIFORM</b>					
Sweatshirt	Black crested sweatshirt	✓	£ 15.50	n/a	
Polo Shirt	Gold crested pique polo shirt	✓	£ 11.50	n/a	All day Tuesdays and Thursdays
Jogging Bottoms	Plain black jogging bottoms	✓	£ 13.50	n/a	
Shorts	Charcoal grey school shorts	✓	£ 12.75	n/a	All year
Polo Shirt	Gold crested pique polo shirt	✓	£ 11.50	n/a	All year
Jumper	Plain black V neck jumper	✓	£ 18.50	n/a	All year
Coat	Black reversible stormproof coat crested	✓	£ 36.00	n/a	All year
Book Bag	Printed book bag	✓	n/a	£ 7.80	All year
Socks	Bespoke grey socks with contrast gold band	✓	£ 7.50	n/a	Michaelmas & Lent Terms with shorts
	Grey ankle socks				Trinity Term
Shoes	Black (not slip on, boots or patent)				Michaelmas & Lent Terms
	Black sandals with covered toes				Optional for Trinity Term with ankle socks
Wellington boots	Any style or colour				Kept in school all year
Gloves/scarf/hat	Plain black				During cold weather
Sun hat	Plain white				During warm/hot weather
<b>SPORTSWEAR</b>					
Sweatshirt	Black crested sweatshirt	✓	£ 15.50	n/a	Outdoor kit - <i>Same as above</i>
Jogging Bottoms	Plain black jogging bottoms	✓	£ 13.50	n/a	Outdoor kit - <i>Same as above</i>
Polo Shirt	Gold crested pique polo shirt	✓	£ 11.50	n/a	Outdoor kit - <i>Same as above</i>
PE Polo	Plain white, unisex	✓	£ 11.50	n/a	Indoor kit
PE Shorts	Plain white	✓	£ 10.00	n/a	Indoor kit
Gym shoes	Black slip-on pumps, not laced				Indoor kit
Socks	White ankle socks				Indoor kit
Drawstring bag	Named on outside				All year

Year 1 and Year 2 Girls		School blazer?	Price		Notes
			Ex VAT	Inc VAT	
<b>UNIFORM</b>					
Blazer	Black patch pocketed melton wool blazer with yellow piping, crested on patch pocket	✓	£ 90.00	n/a	All year
Pinafore	Ellie style V-neck pinafore in Lichfield tartan	✓	£ 38.50	n/a	Michaelmas & Lent Terms
Blouses	White reverse collar polycotton blouses, sold as 2 pack (long and short sleeve options)	✓	£ 17.50	n/a	Michaelmas & Lent Terms
Cardigan	Black V-neck cardigan	✓	£ 18.50	n/a	All year
Coat	Black reversible stormproof coat crested	✓	£ 36.00	n/a	All year
Summer Dress	SB tabbed summer dress, gold and white stripe	✓	£ 30.00	n/a	White ankle socks
Book Bag	Printed book bag	✓	n/a	£ 7.80	All year
Tights/socks	Black cotton rich tights or long black socks				Michaelmas & Lent Terms with pinafore
	White ankle or long socks				Trinity Term with summer dress
Shoes	Black (not slip on, boots or patent)				Michaelmas & Lent Terms with pinafore
	Black sandals with covered toes				Optional for Trinity Term with summer dress
Gloves/scarf/hat	Plain black				During cold weather
Sun hat	Plain white				During warm/hot weather
Hair	Hairband, ribbon or scrunchie in black or gold only				All year
<b>SPORTSWEAR</b>					
Sweatshirt	Black crested sweatshirt	✓	£ 15.50	n/a	Outdoor kit
Jogging Bottoms	Plain black jogging bottoms	✓	£ 13.50	n/a	Outdoor kit
Junior House Polo	Cotton pique crested House polo, unisex	✓	£ 11.50	n/a	Outdoor kit
Trainers	Plain (where possible)				Outdoor kit
PE Polo	Plain white, unisex	✓	£ 11.50	n/a	Indoor kit
PE Shorts	Plain white	✓	£ 10.00	n/a	Indoor kit
Gym shoes	Black slip-on pumps, not laced				Indoor kit
Socks	White ankle socks				Indoor kit
Drawstring bag	Named on outside				All year
Swimming costume	Any colour, one piece, no bikinis				Swimming - Year 2 only
Swimming hat	House colour (available at sports shops or online)				Swimming - Year 2 only
Swimming towel	Any colour, named				Swimming - Year 2 only
Swimming bag	Waterproof drawstring bag, named on outside				Swimming - Year 2 only

Year 1 and Year 2 Boys		School blazer?	Price		Notes
			Ex VAT	Inc VAT	
<b>UNIFORM</b>					
Blazer	Black patch pocketed melton wool blazer with yellow piping, crested on patch pocket	✓	£ 90.00	n/a	All year
Shorts	Charcoal grey school shorts	✓	£ 12.75	n/a	All year
Trousers (optional)	Charcoal grey elasticated school trousers	✓	£ 15.50	n/a	For winter use only (with grey ankle socks)
Jumper	Black V-neck jumper	✓	£ 18.50	n/a	
Shirts	White polycotton shirts, sold as 2 pack (long and short sleeve options)	✓	£ 17.50	n/a	
Tie	Elasticated junior tie	✓	£ 7.50	n/a	
Coat	Black reversible stormproof coat crested	✓	£ 36.00	n/a	
Book Bag	Printed book bag	✓	n/a	£ 7.80	
Socks	Bespoke grey socks with contrast gold band	✓	£ 7.50	n/a	Michaelmas & Lent Terms with shorts
	Grey ankle socks				Trinity Term
Shoes	Black (not slip on, boots or patent)				Michaelmas & Lent Terms
	Black sandals with covered toes				Optional for Trinity Term with ankle socks
Gloves/scarf/hat	Plain black				During cold weather
Sun hat	Plain white				During warm/hot weather
<b>SPORTSWEAR</b>					
Sweatshirt	Black crested sweatshirt	✓	£ 15.50	n/a	Outdoor kit - <i>Same as above</i>
Jogging Bottoms	Plain black jogging bottoms	✓	£ 13.50	n/a	Outdoor kit - <i>Same as above</i>
Polo Shirt	Gold crested pique polo shirt	✓	£ 11.50	n/a	Outdoor kit - <i>Same as above</i>
Trainers	Plain (where possible)				Outdoor kit
PE Polo	Plain white, unisex	✓	£ 11.50	n/a	Indoor kit
PE Shorts	Plain white	✓	£ 10.00	n/a	Indoor kit
Gym shoes	Black slip-on pumps, not laced				Indoor kit
Socks	White ankle socks				Indoor kit
Drawstring bag	Named on outside				All year
Swimming trunks	Any colour, one piece				Swimming - Year 2 only
Swimming hat	House colour (available at sports shops or online)				Swimming - Year 2 only
Swimming towel	Any colour, named				Swimming - Year 2 only
Swimming bag	Waterproof drawstring bag, named on outside				Swimming - Year 2 only

Year 3 to Year 6 Girls		School blazer?	Price		Notes
			Ex VAT	Inc VAT	
<b>UNIFORM</b>					
Blazer	Black patch pocketed melton wool blazer with yellow piping, crested on patch pocket	✓	£ 90.00	n/a	All year
Kilt	Amy style kilt in Lichfield tartan worn on the knee, polyviscose	✓	£ 38.50	n/a	Michaelmas & Lent Terms
Jumper	Black V-neck jumper	✓	£ 18.50	n/a	All year
Blouses	White revere collar polycotton blouses, sold as 2 pack (long and short sleeve options)	✓	£ 17.50	n/a	Michaelmas & Lent Terms
Coat (optional)	Black reversible stormproof coat crested	✓	£ 36.00	n/a	All year
Summer Dress	SB tabbed summer dress, gold and white stripe	✓	£ 30.00	n/a	Trinity Term
Book Bag (Y3-Y4 on	Printed book bag	✓	n/a	£ 7.80	All year
School bag	Any style, must be plain black				All year
Tights/socks	Black cotton rich tights or long black socks				Michaelmas & Lent Terms with kilt
	White ankle or long socks				Trinity Term with summer dress
Shoes	Sensible black shoes (no heels, no ballet pumps)				All year
Gloves/scarf/hat	Plain black				During cold weather
Sun hat	Plain white				During warm/hot weather
Hair	Hairband, ribbon or scrunchie in black or gold only				All year
<b>SPORTSWEAR</b>					
Tracksuit Top	bespoke, 1/4 covered zip. Black with yellow panels,	✓	£ 33.00	£ 39.50	Compulsory
Tracksuit Bottoms	Squadkit performatex showerproof tracksuit bottoms. Black with white piping.	✓	£ 24.50	£ 29.50	Compulsory
Midlayer	SquadKit Midlayer Pro. Black, crested	✓	£ 23.50	£ 28.50	Optional
Baselayer top	Squadkit climaskin baselayer- no decoration	✓	£ 21.00	£ 25.00	Optional
Baselayer leggings	Squadkit climaskin baselayer- no decoration.	✓	£ 21.00	£ 25.00	Optional
Trainers	Plain (where possible)				Compulsory
PE Polo	Squadkit hydrocool performance polo, bespoke design to school, girls fit, crested. Black with yellow panels, white piping, crested	✓	£ 18.00	£ 21.50	Compulsory
Skort	Squadkit hydrocool panelled skort with cotton short. Black with yellow panels, white piping, crested	✓	£ 21.50	£ 25.50	Compulsory
Junior House Polo	Cotton pique crested House polo	✓	£ 11.50	£ 13.80	Compulsory Y3-Y4
Junior Games Socks	Squadkit performance games socks Black with yellow turnover	✓	£ 7.50	£ 9.00	Compulsory Y3-Y6
House Polo	Squadkit hydrocool performance polo, bespoke design, girls fit, crested. Single House colour	✓	£ 15.00	£ 18.00	Compulsory Y5-Y13
Shin pads					Compulsory for hockey Years 4-6
Gum shield					Compulsory for hockey Years 4-6
Games Bag	Squadkit Panelled Games Bag Black with yellow panels, white piping, crested	✓	n/a	£ 25.00	Compulsory
Swimming trunks	Any colour, one piece				Year 3 all year, Years 4-6 for 1 term per year
Swimming hat	House colour (available at sports shops or online)				Year 3 all year, Years 4-6 for 1 term per year
Swimming towel	Any colour, named				Year 3 all year, Years 4-6 for 1 term per year
Swimming bag	Waterproof drawstring bag, named on outside				Year 3 all year, Years 4-6 for 1 term per year

Year 3 to Year 6 Boys		School blazer?	Price		Notes
			Ex VAT	Inc VAT	
<b>UNIFORM</b>					
Blazer	Black patch pocketed melton wool blazer with yellow piping, crested on patch pocket	✓	£ 90.00	n/a	All year
Trousers	Charcoal grey elasticated school trousers	✓	£ 15.50	n/a	All year
Shirts	White polycotton shirts, sold as 2 pack (long and short sleeve options)	✓	£ 17.50	n/a	All year
Tie	School tie (shorter length)	✓	£ 7.50	n/a	All year
Jumper	Black V-neck jumper	✓	£ 18.50	n/a	All year
Coat (optional)	Black reversible stormproof coat crested	✓	£ 36.00	n/a	Optional
Book Bag (Y3-Y4 on)	Printed book bag	✓	n/a	£ 7.80	All year
School bag	Any style, must be plain black				All year
Socks	Grey ankle socks				All year
Shoes	Black laced or velcro sensible shoes				All year
Gloves/scarf/hat	Plain black				During cold weather
Sun hat	Plain white				During warm/hot weather
<b>SPORTSWEAR</b>					
Tracksuit Top	bespoke to school, 1/4 covered zip. Black with	✓	£ 33.00	£ 39.50	Compulsory
Tracksuit Bottoms	Squadkit performatex showerproof tracksuit bottoms. Black with white piping	✓	£ 24.50	£ 29.50	Compulsory
Midlayer	SquadKit Midlayer Pro. Black, crested.	✓	£ 23.50	£ 28.50	Optional
Baselayer top	Squadkit climaskin baselayer- no decoration	✓	£ 21.00	£ 25.00	Optional
Baselayer leggings	Squadkit climaskin baselayer- no decoration	✓	£ 21.00	£ 25.00	Optional
Trainers	Plain (where possible)				Compulsory
Reversible Rugby Shirt	Squadkit Hydrocool Xtra reversible rugby shirt. Black with yellow panels outer, yellow panels with black inner. Crested both sides.	✓	£ 26.50	£ 32.00	Compulsory
Rugby shorts	Squadkit performance pro rugby shorts, crested	✓	£ 18.00	£ 22.00	Compulsory
Rugby boots	With aluminium safety studs				Compulsory
Gum shield					Compulsory for rugby
Shin pads					Compulsory for football
Junior House Polo	Cotton pique crested house polo	✓	£ 11.50	£ 13.80	Compulsory Y3-Y4
Junior Games Socks	Squadkit performance games socks. Black with yellow turnover	✓	£ 7.50	£ 9.00	Compulsory Y3-Y6
House Polo	Squadkit hydrocool performance polo, bespoke design to school, boys fit, crested. Single House colour	✓	£ 15.00	£ 18.00	Compulsory Y5-Y13
Games Bag	Squadkit Panelled Games Bag. Black with yellow panels, white piping, crested.	✓	n/a	£ 25.00	Compulsory
Cricket clothes	Trousers, white polo shirt, cricket shoes with rubber soles (no spikes), cricket box with athletic support				Compulsory only for teams
Swimming trunks	Any colour, one piece				Year 3 all year, Years 4-6 for 1 term per year
Swimming hat	House colour (available at sports shops or online)				Year 3 all year, Years 4-6 for 1 term per year
Swimming towel	Any colour, named				Year 3 all year, Years 4-6 for 1 term per year
Swimming bag	Waterproof drawstring bag, named on outside				Year 3 all year, Years 4-6 for 1 term per year

Year 7 to Year 11 Girls		School blazer?	Price		Notes
			Ex VAT	Inc VAT	
<b>UNIFORM</b>					
Fitted jacket	Black polywool, one button jacket, crested on lapel with burgundy lining and yellow piping on pockets	✓	£ 75.00	£ 90.00	All year
Kilt	Amy style kilt in Lichfield tartan worn on the knee, polyviscose	✓	£ 38.50	£ 46.00	All year
Blouses	White revere collar polycotton blouses, sold as 2 pack (long and short sleeve options)	✓	£ 17.50	£ 19.50	All year
Jumper	Black V-neck jumper with yellow contrast V	✓	£ 21.50	£ 25.50	All year
Tights/socks	Black cotton rich tights or long black socks				Michaelmas & Lent Terms
	White ankle or long socks				Trinity Term
Shoes	Sensible black shoes (no heels, no ballet pumps)				All year
Gloves/scarf/hat	Plain black				During cold weather
Hair	Hairband, ribbon or scrunchie in black or gold only				All year
School bag	Any style, must be plain black				All year
<b>SPORTWEAR</b>					
Tracksuit Top	Squadkit stormtex waterproof tracksuit top, bespoke to school, 1/4 covered zip. Black with yellow panels, white piping, crested	✓	£ 33.00	£ 39.50	Compulsory
Tracksuit Bottoms	Squadkit performatex showerproof tracksuit bottoms. Black with white piping	✓	£ 24.50	£ 29.50	Compulsory
Midlayer	SquadKit Midlayer Pro. Black, crested.	✓	£ 23.50	£ 28.50	Optional
Baselayer top	Squadkit climaskin baselayer- no decoration	✓	£ 21.00	£ 25.00	Optional
Baselayer leggings	Squadkit climaskin baselayer- no decoration	✓	£ 21.00	£ 25.00	Optional
Trainers	Plain (if possible)				Compulsory
PE Polo	Squadkit hydrocool performance polo, bespoke design to school, girls fit, crested. Black with yellow panels, white piping, crested	✓	£ 18.00	£ 21.50	Compulsory
Skort	Squadkit hydrocool panelled skort with cotton short. Black with yellow panels, white piping. Crested	✓	£ 21.50	£ 25.50	Compulsory
House Polo	Squadkit hydrocool performance polo, bespoke design to school, girls fit, crested. Single House colour	✓	£ 15.00	£ 18.00	Compulsory Y5-Y13
Senior Games Socks	Squadkit performance games socks. Black with yellow hoops	✓	£ 7.50	£ 9.00	Compulsory Y7-Y13
Shin pads					Compulsory for hockey
Gum shield					Compulsory for hockey
Games Bag	Squadkit Panelled Games Bag. Black with yellow panels, white piping, crested.	✓	n/a	£ 25.00	Compulsory



Year 7 to Year 11 Boys		School blazer?	Price		Notes
			Ex VAT	Inc VAT	
<b>UNIFORM</b>					
Blazer	Black polywool blazer, suit style with chest pocket, crested on chest pocket with burgundy lining and yellow piping on pockets	✓	£ 75.00	£ 90.00	All year
Trousers	Charcoal grey school trousers, polyviscose	✓	£ 18.50	£ 22.00	All year
Shirts	White polycotton shirts, sold as 2 pk (long and short sleeve options)	✓	£ 17.50	£ 19.50	All year
Tie	School tie (longer length)	✓	N/A	£ 8.50	All year
Jumper	Black v-neck jumper with yellow contrast V	✓	£ 21.50	£ 25.50	All year
Socks	Grey ankle socks				All year
Shoes	Black laced or velcro sensible shoes				All year
Gloves/scarf/hat	Plain black				During cold weather
School bag	Any style, must be plain black				All year
<b>SPORTSWEAR</b>					
Tracksuit Top	Squadkit stormtex waterproof tracksuit top, bespoke to school, 1/4 covered zip. Black with yellow panels, white piping, crested	✓	£ 33.00	£ 39.50	Compulsory
Tracksuit Bottoms	Squadkit performatex showerproof tracksuit bottoms. Black with white piping	✓	£ 24.50	£ 29.50	Compulsory
Midlayer	SquadKit Midlayer Pro. Black, crested	✓	£ 23.50	£ 28.50	Optional
Baselayer top	Squadkit climaskin baselayer- no decoration	✓	£ 21.00	£ 25.00	Optional
Baselayer leggings	Squadkit climaskin baselayer- no decoration	✓	£ 21.00	£ 25.00	Optional
Trainers	Plain (if possible)				Compulsory
Reversible Rugby Shirt	Squadkit Hydrocool Xtra reversible rugby shirt. Black with yellow panels outer, yellow panels with black inner. Crested both sides	✓	£ 26.50	£ 32.00	Compulsory
Rugby shorts	Squadkit performance pro rugby shorts, crested	✓	£ 18.00	£ 22.00	Compulsory
Rugby boots	With aluminium safety studs				Compulsory
Gum shield					Compulsory for rugby
Shin pads					Compulsory for football
House Polo	Squadkit hydrocool performance polo, bespoke design to school, boys fit, crested. Single house colour	✓	£ 15.00	£ 18.00	Compulsory Y5-Y13
Senior Games Socks	Squadkit performance games socks. Black with yellow hoops	✓	£ 7.50	£ 9.00	Compulsory Y7-Y13
Games Bag	Squadkit Panelled Games Bag. Black with yellow panels, white piping, crested	✓	n/a	£ 25.00	Compulsory
Cricket clothes	Trousers, white polo shirt, cricket shoes with rubber soles (no spikes), cricket box with athletic support				Compulsory only for teams

## **VAT Rules**

### **Waist**

26" and below are zero rated

28" and above are VATable

### **Chest**

32" and below are zero rated on all garments

34" and above are VATable unless they are listed below

Blazers: 38" and below are zero rated, VATable from 40"

Jackets: 38" and below are zero rated, VATable from 40"

Knitwear: 38" and below are zero rated, VATable from 40"

Blouses: 34" and below are zero rated, VATable from 36"

Squadkit Polos: 34-36" and below are zero rated, VATable from 38"

### **Prep Only Garments**

Garments ONLY sold to Prep or younger campaign codes,

**AND** have a crest or prominent distinguishing mark can all be zero rated regardless of size.

Uniform Shorts sold only to Prep or younger campaign codes can all be zero rated regardless of size.

The following can be counted as clothing:

Hats

Caps

Belts

Scarves

Gloves

Ties

These can be zero rated if they are only sold to Prep or younger campaign codes.

All Bags are subject to VAT

Any other accessories not listed above are subject to VAT

# LICHFIELD CATHEDRAL SCHOOL - SIXTH FORM DRESS CODE

The appearance of all members of the School is an important issue as it is one of the aspects upon which we are judged by members of the public. Sixth Form dress is particularly important as the more senior students act as role models for younger pupils and often represent the School on formal occasions. In providing a dress code for the Sixth Form rather than a uniform, we acknowledge the maturity of the students in being able to select appropriate dress which would be suitable for a business environment.

If students require guidance on their choice of dress, they should consult the Head of Sixth Form. We may ask students to return home to change if we feel that they are not dressed appropriately. Persistent failure to conform to the dress code will result in disciplinary action being taken. The following items are expected:

## **Smart business wear is required in black.**

- A smart, plain, suit jacket of a woven material with a collar. This should be worn at all times around the school;
- A choice of smart, plain skirt or trousers made of a woven material which should match the jacket. The skirt should be of a suitable length, neither shorter than knee length, nor longer than mid-calf. Skirts and trousers must be of a conventional cut and must not be made from a Lycra-based fabric nor be tight fitting;
- Suit trousers must be smart. They should not be made from denim, corduroy or canvas;
- A white shirt;
- Sixth Form tie worn by boys; an Sixth Form cravat/scarf worn by girls;
- Smart, plain shoes in black; smart black boots may be worn with trousers;
- Heels should not exceed 2 inches (approx. 5 cms);
- Plain tights in black during Michaelmas and Lent; black or natural during Trinity;
- Coats are to be black, woollen and formal;
- A business-appropriate work bag in black with no obvious branding or logos. Sports bags are not appropriate.

## *Optional*

- A plain black V-necked, jumper or cardigan may be worn for warmth in addition to a jacket;
- Modest, unobtrusive jewellery appropriate for a working environment (e.g. cross on a chain worn under the shirt; a maximum of two charity wristbands; no other bracelets are permitted);
- Discreet make-up. Nail varnish, false nails and nail art are not permitted.

## *For clarity, the following items are not allowed:*

- Dresses;
- Vest tops;
- Hooded sweat shirts;
- Leggings or jeggings;
- Logos, brands or messages on clothes;
- Shorts;
- Skirts or tops made in a lacy fabric;
- Trainers, open-toed sandals, mules, flip flops or ballet pumps;
- Ugg boots or similar fur lined casual boots;
- Clothing made of denim or leather, canvas or corduroy;
- Obvious piercings other than a single piercing in the lower ear lobe.

Please note that unnatural\* hair colouring and extreme hairstyles are not permitted.

*\* a colour that is not found within the natural hair colour spectrum, i.e. a bright, extreme or vivid colour and contrasts.*

# LICHFIELD CATHEDRAL SCHOOL - SCHOOL RULES

## Introduction

All rules, unless indicated otherwise, apply to all pupils in the school. However, some are not yet relevant to children of a younger age, and parents are asked to use their discretion when sharing these rules with their children.

## CARDINAL SCHOOL RULES

It is the aim of the School to provide a safe environment appropriate for learning. Therefore, the breach of any of these rules is regarded as a very serious offence and any pupil breaking these rules may face exclusion from School.

1. Bullying is not tolerated in the School and any incidences will be treated very seriously. Persistent bullies must expect to be required to leave the school.
2. Pupils may not smoke or possess smoking or other tobacco materials in school, nor may they possess cigarette lighters or matches.
3. Pupils may not drink alcohol in School nor be in possession of any alcohol. This rule also applies to events organised after School hours on the School premises and School educational visits off premises.
4. Anyone found possessing or using drugs (other than for authorised medical purpose), or misusing solvents or other materials (e.g. gases), must expect to be required to leave the school.

## FURTHER SCHOOL RULES

### 1. DRESS & APPEARANCE

#### (a) Uniform

It is part of the discipline structure of the School that all pupils wear full School uniform correctly. Full School uniform must be worn correctly on the way to School, throughout the day and on the journey home.

#### (b) Jewellery

Pupils may not wear jewellery (e.g. earrings, rings, bracelets, necklaces, or any form of body piercing) to School. The only exceptions to this rule are:

- A wristwatch.
- Ear studs, which must be small and plain metal sleeper studs, one in each ear. The studs should be removed during sport. If ears have been pierced recently and the studs cannot be removed, then they should be protected with plasters during sport.
- Pupils may wear a crucifix or other religious symbol (agreed in advance with the Deputy Head) around their neck if they choose but it should be kept out of sight and removed during sport.
- The wearing of charity bands (maximum 2) is permitted but they should be removed prior to Cathedral Services and other public events.

Pupils disregarding these rules may have their jewellery confiscated and parents will be required to collect the items themselves from the School Office between 9.00am and 5.00pm.

#### (c) Hair

Girls: For up to and including Year 11, long hair should always be kept tied back using simple black/gold hair bands, ribbons or scrunchie. Only girls in the Sixth Form may wear their hair loose. Hair should not be noticeably dyed.

Boys: hair should be kept generally short and neat. Small amounts of gel may be used to keep the hair tidy but hair should not be spiked. Hair should not be noticeably dyed.

**(d) Make-up**

Make-up is not permitted in the Junior and Middle School. Nail varnish, nail art or nail extensions of any kind are not permitted.

Girls in the Senior School (i.e. Years 9 – 13) may wear light, discreet makeup. Coloured eye shadow and dark lipsticks are not permitted. Nail varnish, nail art or nail extensions of any kind are not permitted.

**2. ABSENCE**

**(a) Expected Absences**

It is expected that parents will write in advance to inform the school of any foreseen absence. For example: appointments, bereavement, special occasions, etc. The letter is kept in the pupil's file and the absence is highlighted in the register.

Note: Given that holidays in Independent Schools are generous and allow "off peak" family holidays, holidays during term time are firmly discouraged. Requests for leave in term time will be granted only in exceptional circumstances and there is no discretion to authorise additional holidays.

**(b) Unexpected Absences**

If a child is ill or otherwise unexpectedly absent, parents/guardians are asked to leave a message to that effect on the school Reception telephone (01543 306170) before the start of normal school. Alternatively, an email may be sent to [thepalace@lichfieldcathedralschool.com](mailto:thepalace@lichfieldcathedralschool.com)

It is expected that a letter will be sent by the parent/guardian to the School explaining the absence when the child returns to School.

If the School does not receive a letter on the child's return, then the receptionist will contact and remind the parent/guardian that it is outstanding. If the letter is not received by the time the attendance record is published, then the absence will be labelled "Unauthorised", which remains in the same category as truancy.

**3. EATING**

Pupils should not bring in or consume any additional food other than that provided by the School, except under the following circumstances:

- (a) Special permission given for specific medical or dietary requirements.
- (b) Occasionally, a member of staff may give special permission for food to be brought in to School.
- (c) Those pupils travelling on a School minibus may bring a small snack that should only be consumed on the journey home.

Pupils are not allowed to eat or drink in corridors or whilst walking around the School. Chewing gum should not be brought in to School under any circumstances.

#### 4. VALUABLES INCLUDING MOBILE PHONES

Valuables must not be brought into School, e.g. portable devices such as tablets, MP3 players, cameras or portable gaming devices. Pupils up to and including Year 11 are not permitted to have mobile phones at any time during the School day. Mobile phones should not be brought into School unless the pupil is travelling independently of their parent or guardian (e.g. School minibus, train, walking, etc.) Under these circumstances, the mobile phone should be handed in to Reception on arrival and collected at departure.

Pupils disregarding these rules may have their valuables confiscated and parents will be required to collect the items themselves from the School Office between 9.00am and 5.00pm.

The School does not accept responsibility for pupils' personal possessions including money, watches, jewellery, stereos, mobile phones, etc., if lost or stolen from anywhere on the School premises.

In the case of mobile phones or other items, confiscated because they are on the School premises or being used on the School premises in breach of School rules, the School expressly excludes its liability for loss or theft or damage including loss, theft or damage caused by negligence of School staff. This is because the School will have been required to take possession of the item(s) only to uphold (enforce) School rules and it will not accept liability for being forced to do so as a consequence of its being obliged to do so.

#### 5. PERSONAL BEHAVIOUR

It is expected that pupils maintain high standards of behaviour at all times and should endeavour to follow appropriate codes of conduct. For example:

- a) **Punctuality** – pupils must be at School at least five minutes before the time for assembly or registration. Pupils arriving late to School must report to Reception to sign in.
- b) **Conduct in School**
  - i. Pupils should always be polite, courteous and respectful to members of the School (pupils and adults) and others at all times - swearing in the classroom or around the school is totally unacceptable.
  - ii. The School does not accept any form of racial or physical abuse.
  - iii. Quiet, orderly behaviour is essential, not only in the classroom, but also in the corridors and in the school environment generally. Pupils should keep to the left on stairs and in the corridors. Pupils must always walk and not run. Shouting in classrooms, corridors or around the School is not permitted.
  - iv. We encourage a high standard of conduct, with pupils using common sense as to what is appropriate behaviour in the various areas of the School. Damage (accidental or deliberate) to School property may be charged for at current prices.
  - v. Pupils should be caring, supportive and show consideration for others within the School community, particularly towards younger pupils.
- c) **Conduct Outside of School**
  - i. Just as high standards are required inside school, pupils are always expected to uphold the good name of the School when in public places. Therefore, quiet and orderly behaviour is required on the way to and from School. This applies when pupils use public transport; they must queue in an orderly manner and give way to elderly people or anyone requiring special consideration. Those walking to school must make the same considerations.
  - ii. The same high standards of conduct are even more important on educational visits. When large groups of pupils go on a school educational visit it is essential that conduct, both when travelling and at the venue, should be of the very highest standard.
  - iii. All pupils must therefore leave home wearing full School uniform correctly, remain in it throughout the day, and wear it correctly to return home.

**d) School Equipment and Books**

Pupils undertake to treat with respect School equipment, textbooks and exercise books with which they are issued. They also undertake to return all books at the end of the School year, or as requested by subject teachers. Lost or damaged books and equipment must be replaced or paid for at current prices.

**6. HEALTH & SAFETY**

- a) Pupils (except Sixth Form) may not leave the School premises at any point of the day, including break and lunchtime.
- b) Pupils should not go down to the playing fields or the Dell unless a member of staff is present.
- c) Pupils should not run in the corridors, climb on the fire escapes or play any ball games inside the buildings (except in the Great Hall when supervised, such as during a lesson).
- d) Parents are required to give their permission in writing before a child will be allowed to leave the premises at the end of the day without their parent or guardian. The School encourages senior pupils to use independent forms of transport.

Updated June 2015  
Head Teacher