



UNIFORM GUIDE

We expect our girls to be neat and tidy, take a pride in their appearance and dress in a style suitable for their work at college. It is also our aim to discourage unnecessary and expensive competition in matters of dress, thus avoiding pressures on and extra expense for parents. Occasionally, we are asked by students and/or parents to accept a minor variation in uniform; however, this is not acceptable. The college has a uniform and we ask all parents to support us by keeping to the prescribed list.

The girls represent the college at all times.

Notes for parents

- All uniform items should be made from suitable simple, serviceable materials, i.e. **NOT** satin, silk, lace, frills, corduroy or denim, etc. Everything must be clearly labelled with the student's name.
- Hair must be appropriately styled for college and kept out of the eyes. Long hair must be tied back at all times. Highlights or dyed hair is permitted only if a natural colour is used, i.e. not bright colours and/or extreme contrasts
- Ribbons and hair fastenings must be red, black or white. Headscarves, if worn for religious reasons, must be **plain** black without beads, lace, frills or embroidery, brand names or patterns, and must be securely tied. A plain white scarf is allowed in summer
- Jewellery: one small plain metal (gold or silver) ball stud in each ear and one wristwatch are permitted. All other jewellery worn to college is liable to be confiscated until the next college holiday. Nose/eyebrow studs or rings are banned. Designer contact lenses or other fashion accessories, including nail extensions, are forbidden
- Henna: the college recognises that the wearing of henna is a requirement for certain major celebrations; however, it may only be worn if permission has been requested in writing from the form tutor in advance of the event and until it wears off. In all other circumstances it is banned.
- Tattoos are illegal up to the age of 18. Please note that no student may have a tattoo whilst at Norbury Manor. This includes students who are in the Sixth Form and below the age of 18. Above this age, students should note that the Sixth Form Dress Code does not permit tattoos which are visible while wearing normal clothing

The official college supplier is:

Bubblegum Schoolwear, 113 High Street, Thornton Heath, CR7 8RZ (Tel: 020 8683 2773)

Apart from badges, jumpers and cardigans, the uniform may be purchased elsewhere.

In the event of a student coming to college in incorrect uniform we reserve the right to loan her the correct item for a day or send her home to change, whichever is appropriate. Detentions may also be issued for incorrect uniform.

Confiscation of Property

The college reserves the right to confiscate students' property in the event of a breach of college

rules. The property may be kept until the end of the current half term. In some cases, parents may be asked to collect the property.

**NORBURY MANOR BUSINESS & ENTERPRISE COLLEGE
FULL SCHOOL UNIFORM DETAILS**

* *These items MUST be purchased from Bubblegum.*

All other items can be purchased from Bubblegum or any other supplier.

	SKIRT Black, plain, knee-length	OR	TROUSERS Black, plain, straight-cut, full length
	BLOUSE Plain, white, reverse neck style		(A plain white T-shirt may be worn under the blouse. The T-shirt sleeves must not be longer than the blouse sleeves.)
*	JUMPER (Years 7/8/9): Scarlet (Years 10/11): Black, official pattern with school logo PURSE BELT Black or red. Girls must keep money on their person.	OR	CARDIGAN (Years 7/8/9): Scarlet, official pattern with college logo
*	OUTDOOR COAT Blazers are compulsory for Year 7 students and for Year 8 students from 2016 Coats must be plain black, scarlet or white with no decoration except reflective strips for road safety. Suede, leather, fur or denim coats are not permitted. Sweatshirts are not coats. SOCKS Plain white, scarlet or black - ankle or knee length.	OR	SCHOOL BAG Any colour but big enough to contain an A4 ring binder. TIGHTS Plain neutral colour or plain black. NOT leggings or footless tights.
	SHOES Plain black, polishable and sensible in style. NOT high heels, platform soles, stilettos, backless or open-toed footwear, trainers or canvas shoes. Heels are to be no higher than 4 cm measured at the <u>back</u> of the shoe. Plain black, smart, polishable, flat-heeled boots may be worn with trousers ONLY . They may NOT be worn with skirts.		

P.E. UNIFORM

*	T-SHIRT Plain white with school logo (KS3) Plain black (KS4 only)	SWEATSHIRT Plain red or black (KS4 only)
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	GAMES SKIRT Black		SHORTS Plain black or navy
	TRAINERS (NOT BOOTS) White		SOCKS Plain black or white
	TRACKSUIT TROUSERS Plain black or navy		

**PLEASE NOTE THAT THE COLLEGE ACCEPTS NO RESPONSIBILITY
FOR MONEY OR PERSONAL PROPERTY**