



LORD
WANDSWORTH
COLLEGE

COLLEGE RULES
AND
UNIFORM GUIDE

College Rules and Uniform Guide

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ACB	September 2024	RSC	03/09/24	Reviewed and updated. Dress Code Protocol added.
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Aims and objectives

At Lord Wandsworth College, our community is based upon respect, good manners and fair play; we are guided by our four community beliefs which were designed by students. Moreover, we are committed to providing a safe and caring environment that is free from disruption, violence and any form of harassment so that every one of our pupils can develop his/her full potential. We hope it goes without saying that we also expect our pupils to treat all members of the community with courtesy and co-operation so that they can learn in a relaxed and orderly atmosphere and believe that all pupils should care for and support each other inside and outside the College.

We are fortunate to have well behaved students and supportive families here at LWC. Documents such as this are designed to create cultural clarity regarding our expectations and, alongside the education that students and parents can receive here, to make consistently good choices more likely. Parents and guardians have an important role in supporting the College in maintaining this high standard of behaviour. Indeed, it is essential that school and home environments have consistent expectations of behaviour in both contexts, and that the College and parents co-operate closely together.

Introduction

We hope that the formal rules outlined here will be seen by all members of the College community to be reasonable, necessary and help lead to a happy life together. The normal events and circumstances of College life are covered by these rules; but Lord Wandsworth College expects the behaviour of its pupils to be at all times guided by common sense, by loyalty to the good name of the College and its ethos and **overwhelmingly by consideration for the feelings of others**. No rules can provide for every eventuality. What follows is a set of pointers and guidelines: it does not set out to cover any more than the most obvious situations.

Conduct

Students are expected to follow their **Community Beliefs** at all times, inside and outside of the school setting. These beliefs are:

1. I will be courageous in doing what is right.
2. I will respect myself, others and the environment.
3. I will be aware and inclusive of others.
4. I will encourage others to be who they are.

These beliefs can be summarised as four **Values**:

Courage
Awareness
Respect
Encouragement

And further, remembered as an acronym and a **Social Vision Statement**:

‘At LWC, we CARE’

If the above is what students should do on a daily basis, for reasons of cultural clarity, the following are things that students should never do. Depending on the context, should pupils breach any of the following then they will most likely be subject to some form of sanction, in line with the College’s Good Behaviour Policy. Depending on the seriousness of the breach, any pupil risks permanent exclusion at the first offence. The following (including anything that breaks UK law) are inappropriate within this culture at any time:

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1. Possessing, purchasing, using, or supplying illegal drugs and legalised recreational drugs (including cigarettes, alcohol, e-cigarettes/vapes, poppers and 'legal highs'). Abusing or misusing any legal substance (solvents, prescription drugs, glue, etc.) to achieve a drug-like state.

Sixth formers are permitted to consume alcohol when it is served and monitored by members of staff who have sought the permission of the Head or Senior Deputy Head for that to take place.

Any student who is in the vicinity when substances are being consumed is likely to be in the same way as a person who is actively consuming the substance.

2. Possessing, purchasing, using, or supplying any sort of offensive weapon or using any object in a threatening or potentially dangerous way.
3. Involvement in and/or organising of any form of gambling for monetary reward or material gain.

The agreement of the relevant Houseparent(s) must be obtained before the holding of raffles, sweepstakes or auctions (and where such events are to be on a whole College basis the Head's permission is required).

4. Possessing, purchasing, or supplying any sort of incendiary materials (including flares, cigarette lighters, etc.); intentionally setting off/tampering with fire alarms or extinguishers; wasting the time of those required to deal with their actions (including the fire brigade).
5. Any form of consensual sexual activity between pupils of any age. Possession of pornographic material including in electronic form on devices of any kind. Generating, sending, wilfully possessing, requesting, or sharing any 'sexting' images. Any form of non-consensual sexual activity is against the law and will be reported to the Police and Social Services.
6. Any form of inappropriate comment via any medium, whether 'banter' or sustained bullying, whether the intent is present or not, that undermines individuals being who they are. Particular areas of concern would be around: race and ethnicity, sex, religious belief, disability, sexual orientation, learning differences, gender identification and individual interest/aspiration. Any pupil, member of staff or visitor should feel comfortable and not embarrassed by the over-familiar behaviour of other people.
7. Boorish, emotionally unintelligent, threatening, and offensive behaviour that can intimidate and upset, exclude, or belittle others through physical, verbal, written, electronic or other means.
8. Breaking bounds and/or the school's driving policy, any authorised absence (truancy) from any school commitment including co-curricular activities.
9. Behaviour that encourages members of the community to withdraw from their moral principles, including calling individuals 'snakes', 'snitches', etc.
10. Theft, intentional damage, or unauthorised use of (or access to) property/possessions belonging to another person or the College, whether physical or electronic.
11. Bringing LWC, its pupils or staff into disrepute or danger through poor choices at any time and by any media channels including the internet.

Pupils involved in the use, possession or supply of illegal drugs or volatile substances shall be dealt with in accordance with the College's Substance Misuse policy which is outlined below. Pupils (and parents) should ensure that they have read and understood this policy. Substance misuse, use of

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alcohol or smoking will be recorded on the pupil's disciplinary record, as set out in the Good Behaviour, Discipline, Rewards and Sanctions (Including Exclusions) Policy.

ABSENCES AND EXEATS

Permission should be sought from the pupil's Houseparent for all absence involving:

- Absence from College during working hours (8.00am – 6.00pm Monday to Friday, 9.00am until end of sports fixtures on Saturday).
- Absence overnight, except day pupils and flexi pupils on non-boarding nights.
- Absence from assemblies, prep or meals.
- Going off-campus.

Houseparent(s) must be notified by the host and the visitor's own parents if pupils wish to take leave from school or at a home other than their own. If boarding pupils are taking leave at a home other than their own after an away game the Houseparent must have received the relevant permission. The Houseparent will communicate this to the member of staff in charge of the team.

Permission should be sought from the Head in order for pupils to miss sports fixtures on a Saturday at least two weeks prior to the date of requested absence.

AFTER DARK NOTICE

Between Autumn Half Term and Spring Half Term any time after 4pm falls into the after dark category.

No pupils should be out after dark (or out after 4pm between Autumn Half Term and Spring Half Term) unless they are walking to or from:

- Julyans,
- One of their boarding houses,
- An organised school activity,
- In the case of Sixth Form, Zanetas.

Pupils should not be congregating outside for social reasons once it is dark.

3rd-5th Form wishing to visit other houses, between 4.00pm and their teatime must report to the member of staff on duty and sign in to the house they are visiting. All co-curricular activities take priority over social visits. After a 3rd-5th Form pupil has finished tea they must return straight to their own boarding house.

Sixth Form may either be in Zanetas or visiting another house up until 6.40pm, with the appropriate permission. Between 9.00 and 10.15pm Sixth Form may visit other houses; they should get the duty tutor to sign a permission slip which they should present to the duty tutor of the house they are visiting. They must be back in House by 10.15pm and must be with at least one other person.

ALCOHOL

Pupils are prohibited from bringing alcoholic drinks onto College premises. This rule applies to all school trips and visits.

Wine or other alcoholic beverages may be offered to parents and guardians at certain formal events including plays and concerts. As a general rule, no alcohol should be drunk by pupils at these events.

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Alcohol can, however, be served to Sixth form pupils in the form of one or two poured glasses of wine (175ml) or cans/bottles of beer/cider at a certain specified College event which will, in effect, be licenced by the Head.

No alcohol should be served to pupils at house events, barbeques, tutor trips/outings or College trips of any kind. If a Houseparent, Tutor or other member of staff feels that the opportunity for a glass of beer or wine will significantly enhance an event, the Head can be applied to via their Executive Assistant for a special dispensation. As long as the arrangements described appear to be adequate and suitably controlled, then that licence is likely to be granted.

Should any pupil be suspected of having consumed too much alcohol at an event, then the College reserves the right to carry out a suitable test. Appropriate disciplinary action would follow should a test prove to be positive. At certain times the College reserves the right to test pupils in advance of a College function as a positive deterrent to drinking before that function takes place.

Any pupil found contravening the policy is likely to be suspended from College for a period of time.

Repeated offences may result in a pupil having to leave the College.

BOARDING HOUSE RULES

No pupil present on-site may leave the environs of their House during Prep time or between the end of Prep and 7.30am unless they have the permission of the member of staff on duty.

Sixth Formers who have private study periods may work during these periods in the Library, in their own rooms, in departments or in Zanetas.

No pupil may go into another's room or dormitory between lights out and breakfast.

If visiting another House, the visitor must stay in the general communal areas only.

Music should not be audible outside the dormitories or study bedrooms.

To avoid damage to the paintwork, posters should only be attached to the pinboard areas in each room. Pictures and decoration on study bedroom and dormitory walls must be respectful. Items liable to cause offence or embarrassment must be removed.

Particular to Bramley House only

Unless special permission has been granted by the Bramley Houseparent, no 1st or 2nd Form pupils are permitted to return to Bramley House during the school day.

When moving between Bramley House and the main College area, pupils should always be accompanied by at least one other pupil. 1st and 2nd Form pupils should stay within the main College area during the school day and when they have returned to Bramley House, they must stay within the Bramley House boundaries.

BOUNDS

The whole College estate is in bounds except:

- The College Farm Buildings, Grounds and Maintenance premises and Works Department premises.
- Fields other than when crossed by a recognised footpath and when on that footpath.
- The Design and Technology Areas, Art Studios, Laboratories, Sports Centre and Swimming Pool,

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and any other main College building without permission.

- The Woods and the Spinney, without permission.
- Any school building (unsupervised by a member of staff) after 4pm, except boarding houses, Julyans for a meal or Zanetas.
- All licensed premises are normally out of bounds, but anyone who has reached the age of 18 years and has received their Houseparent's and parents' consent may use a Public House between 7.00pm and 10.00pm on Saturdays and between 12 noon and 2.00pm on Sundays but may only purchase a pre-arranged quantity of beer, cider, or wine for consumption on the premises, usually a maximum of two pints of beer or the equivalent.

No pupil may leave the College Estate unless on an official school outing without the permission of their Houseparent.

DINING ROOM

No food, drink, cutlery, or crockery may be taken from Julyans, other than that collected from Grab and Go.

ELECTRICAL APPLIANCES

Pupils are not permitted to have anything with a heating element, e.g., a television set. The only electrical appliances allowed in pupils' rooms are low-powered audio systems, razors, hair styling equipment, battery chargers, mobile phones (in line with the school and boarding house approach to mobile phones) and computers.

No extra leads may be taken from the central light and no abnormal light shades may be fitted.

In single study bedrooms, a recognised fused adaptor lead may be fitted to the wall socket. In other dormitories, only one electrical appliance may be plugged into each wall socket at any one time.

All electrical appliances and power extensions are subject to the College PAT testing procedure.

Power extension blocks and strips should have a maximum of four outlets. Extensions should not be used in series, but each plugged directly into the wall socket. Power extensions should be switched off or unplugged when the room is unoccupied.

Electrical items left switched on or charging i.e. clocks or laptops when the room is unoccupied should be plugged directly into the wall socket and left on a solid surface, not including the floor or bed.

Appliances with heated elements such as hair dryers and straighteners must be plugged directly into the wall socket and not via an extension or block. They should be unplugged immediately after use and left on a solid surface, not including the floor or bed.

GUESTS

The Houseparent's permission must be sought if a pupil wishes to bring guests, other than parents or relations, onto the Estate or into Boarding Houses. All guests should register with the member of staff on duty on entering a Boarding House.

SEXUAL ACTIVITY

Non-consensual sexual activity, sexual harassment, sexual assault and rape are not tolerated by the College.

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Civilised behaviour and consideration for others are the central principles. Common sense will usually enable every pupil to bring credit to themselves and to the College. The College's approach to this important issue is reviewed regularly to help staff and pupils to be proactive in dealing with the issues and problems involved.

The College encourages positive and friendly relationships between pupils, but it has a responsibility to draw the line at sexual relationships between the pupils in its care.

The law does not permit sexual intercourse in which one or both partners is under the age of 16. The College rules go further.

Any sexual activity between pupils, of whatever age, either on school premises or at times when the College has the prime responsibility for the pupils concerned, will be treated as a very serious offence, and will most likely lead to the pupils concerned being asked to leave the College.

SUBSTANCE MISUSE

It is the policy of Lord Wandsworth College that it actively prohibits substance misuse and shall treat all such cases involving pupils as serious misconduct. The College recognises that drugs are widely available to today's teenagers and that this is a problem which must be faced squarely both at the College and at home. The implementation of the policy is based upon trust and understanding between pupils, staff and parents and in the best interest of all pupils at the College; it is also meant to act as a positive and effective deterrent. We will not tolerate substance misuse of any kind by LWC pupils, regardless of where or when this misuse takes place: consequently, any incidents involving drugs when a pupil is not in the custody of the College shall be dealt with pursuant to this policy as appropriate.

This policy covers controlled substance misuse and volatile substance misuse, including legal highs. Under the Misuse of Drugs Act 1971, controlled substances include illegal drugs and also legal drugs used for non-medical purposes. Volatile substances include solvents and glues. The term 'drugs' and 'drug education', unless otherwise stated, is used throughout this document to refer to:

- All illegal drugs (those controlled by the Misuse of Drugs Act 1971).
- All over the counter and prescription medicines.
- Novel or new psychoactive substances, commonly known as 'legal highs', including volatile substances, alkyl nitrites (known as poppers).

The Psychoactive Substances Act 2016 makes it an offence to supply, offer to supply, or possess such substances.

This policy also applies to conduct outside of school, for example, during the holidays or on weekends when offsite or onsite. Pupils at LWC are therefore expected to avoid any association with drugs both inside and outside of school, both during term time and during the holidays.

Confession or reporting substance misuse by a fellow pupil or parent/guardian

If a pupil confesses to a member of staff that they have been using a substance and seeks help, then help will be offered in the manner outlined under the heading "Guidance and Support" below and the matter will be dealt with as medical matter rather than a disciplinary issue. This will also be the case if a pupil comes forward with concern about the suspected substance misuse of a fellow pupil and where a parent or guardian reports concern about the suspected substance misuse of his or her child/ward. However, in dealing with the issue, steps would be taken to ensure that use ceased as soon as possible, and the disciplinary sanctions described below would come into effect if use continued beyond an agreed period of time. A confession or request for help must have been made in advance of, and separate to, any suspicion of a breach of the College rules if it is to be treated in

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this way. To be deemed a confession, it must also take place without prompting e.g. an individual is told they are having a drugs test and therefore confesses; although an acceptable prompt as per above, would include admitting to use if questioned because of welfare concern passed on by staff, students or parents.

Suspicion of substance misuse

A member of staff with reason to suspect that a pupil is misusing a substance, must report the situation, through the pupil's Houseparent, to the Head or Senior Deputy Head who will decide if further investigation or an appropriate test is warranted.

Investigation into possible substance misuse

Once the Head or Senior Deputy Head has decided that there are reasonable grounds for suspecting that a pupil has been involved in substance misuse, they shall determine all further action pursuant to this policy. An appropriate test may be carried out in accordance with the procedures adopted by the College as outlined in the LWC Healthcare Policy. A copy of these procedures together with a list of the substances commonly tested for can be obtained on request from the College Office.

Authority to perform drug testing

Parents, legal guardians and pupils indicate their support of this policy by their acceptance of the College's Terms and Conditions when they take up the offer of a place at Lord Wandsworth College. However, the College would, wherever possible, look to inform the parents that a test is going to take place. Should the College not be able to contact parents then they will be informed as soon as possible that a test has taken place.

If requested, a parent may be present for the testing procedure.

Parents will be charged for any drugs tests that take place. Costs will be added to the end of term bill.

Disciplinary procedures following discovery of substance misuse

The College's disciplinary procedures are made based on balance of probability as decided by the Senior Deputy Head and the Head. These decisions are made in light of the information known by the College, whether or not such information would be legally admissible as evidence.

To be clear, a pupil may be expected to be asked to leave LWC if they:

- Have been involved with procuring, supplying/selling/distributing*, being in possession of with the intent to supply/sell/distribute or otherwise actively encouraging possession or consumption of drugs, wherever and whenever that conduct takes place.
- Is found to have supplied, handled, possessed or consumed controlled drugs while under school jurisdiction.
- Attends school whilst under the influence of controlled drugs.
- Is involved outside school jurisdiction in the supply, handling, possession, consumption or incitement to the misuse of controlled drugs and, in the view of the Head, this has, or may have, a negative impact on the school or on the pupil involved or on other pupils.
- refuses to undergo a drugs test as requested by the Senior Deputy Head or Head – the refusal will be taken as an admission of guilt.

*Supplied/selling/distributing includes doing so for money or free of charge, communicating with a drug dealer on behalf of someone else, introducing fellow pupils to a drug dealer, or any other instance of procuring controlled drugs for another pupil.

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If the only firm evidence that a pupil has been involved in substance misuse is a positive test, the pupil may be allowed to remain at the College at the discretion of the Head. However, the pupil will be under an obligation to submit to further testing during the rest of their career at the College. Any further positive test would be likely to lead to the pupil's expulsion.

Parents/guardians will be informed of any disciplinary incidents involving substance misuse. Where criminal offences are suspected the Police will also be notified.

Guidance and Support

Any pupil allowed to remain at the College pursuant to this policy following a misuse of drugs incident will be given guidance and support within the College and will be required to receive such external professional counselling as deemed necessary or appropriate.

Disclosure/handing over of substances and related paraphernalia

In all cases, any substances and the paraphernalia associated with such substances shall be handed over to the College authorities within a specified period of time. Wherever possible there shall be at least two authorised members of staff present when the item(s) is handed over. In situations where the Police will be notified pursuant to the above disciplinary procedures, confiscated item(s) shall be dealt with in accordance with Police instructions. Where the College has no obligation to notify the Police pursuant to the above disciplinary procedures the confiscated item/s shall be destroyed by such method as the College considers appropriate or in accordance with any agreed protocols with the local Police: if the Police are involved in such circumstances the law does not require the College to divulge to the Police the name of the pupil from whom drugs or related paraphernalia were taken.

If a pupil is suspected of concealing substances and/or related paraphernalia on his/her person or in his/her personal property (such as a bag or pencil case) and he/she refuses to hand over the item/s, every effort shall be made by an authorised member of staff (in the presence of an adult witness, who may be another member of staff) to persuade him/her to hand over the item(s) voluntarily. Where the pupil refuses and the substance is believed to be a controlled substance then the College reserves the right to inform the Police.

If it is believed that substances and related paraphernalia are stored in the College's property (such as desks and lockers), an authorised member of staff (in the presence of an adult witness, who may be another member of staff) shall have the authority to search the relevant property. In such circumstances the College shall endeavour to obtain the pupil's prior consent but if no such consent is given the College may proceed with the search. See Arrangements for Searching Pupils and Their Possessions and Confiscating Items Policy.

TRANSPORT

No lifts are to be accepted onsite from anyone apart from a member of staff performing an authorised duty.

Under certain circumstances the Head or member of the SLT may grant permission to Upper Sixth Formers, and Lower Sixth Formers during the summer term, to have their vehicles at College. No pupil may travel in a vehicle driven by another pupil, unless the necessary paperwork has been completed by the parents/guardians of all the pupils involved and permission has been given by the Head. See **Driving in the Sixth Form Policy**.

No pupil may travel in a taxi unless they have obtained permission from their Houseparent or unless

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the journey has been arranged by Reception and the pupil's Houseparent and parents are aware.

The use of bicycles, roller blades, scooters, skateboards, and other similar items is not permitted by pupils on the College grounds unless permission has been granted by a member of staff for a specific reason. When this is the case a safety helmet must be worn, together with other relevant protection.

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UNIFORM AND DRESS CODE

All pupils are expected to follow the dress code appropriate to their year group.

1st – 5th Form

Trouser Uniform:

- College regulation blazer.
- Navy V neck jumper (optional).
- White shirt, tucked in and top button done up.
- Dark charcoal trousers (no underwear visible).
- Slim brown or black belt with a simple, discreet buckle.
- College tie (tie knots to the collar).
- Black polished shoes.
- Black or grey socks.
- Coat, plain black or navy. Must fit over blazer (not leather, denim or a bodywarmer).
- Gloves, plain black.
- Hat, plain black or College beanie.

Skirt Uniform:

- College regulation blazer.
- Navy V neck jumper (optional).
- White reverse collared blouse (not a shirt that is normally worn with a tie).
- Blouses must be tucked in.
- No midriff or under layers/vest tops should be showing.
- Charcoal school skirt (knee length).
- Black polished shoes with no heel.
- Black un-patterned tights or white ankle socks. Flesh coloured tights may be worn in the summer term only.
- Coat, plain black or navy. Must fit over blazer (not leather, denim or a bodywarmer).
- Gloves, plain black.
- Hat, plain black or College beanie.

Sports/Activities Dress Code

- For all sports and activities during the school day, all pupils must wear official branded LWC sports kit. This includes any activities taking place in the sports hall and environs of the school and activities such as DofE.
- Pupils should wear this kit in transit from their house to and from the activity.
- After 4.00pm those not involved in activities/sports may wear casual clothes. This is the deadline before which pupils may not leave the house in casuals or variations of the sports kits.
- The only alternative to this is 1st XV, XI, VII, VI teams and CCF who have their own kit or by direct permission from the person in charge of the sport/activity.
- Pupils taking part in non-active sessions (i.e. drama, music, departmental clinics, etc) should wear normal school uniform.
- Appropriate footwear (trainers, rugby boots, etc) must be worn. Flip flops and pumps of any design are not permissible nor are non-College branded hats/caps.
- Pupils should not attend meals in dirty sports kit and should expect to be turned away by duty staff if they present in dirty kit (clean kit, including skirts or shorts, is acceptable)

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Sixth Form Dress

Guiding principles:

- LWC is a uniform school.
- Sixth Formers should look smart, feel smart, work smart.
- Sixth Formers should be given greater freedom and flexibility than 1st – 5th Forms
- Wearing ‘Sixth Form dress’ is preparation for the world of higher education and employment.
- Lower Sixth and Upper Sixth pupils should adopt ‘Sixth Form dress’ at all times during the working day (Mon-Fri; 8.00am – 4.00pm).
- We hope that all pupils will feel comfortable to make a thoughtful and considered choice about the clothes worn at school in relation to their gender identity.

‘Sixth Form dress’ must include:

- A matching two- or three-piece suit (skirt or trousers) in dark, muted colours. All Sixth Formers must have a dark suit in any muted colour for formal occasions (e.g., Speech Day).
- During the working week, pupils may choose to wear a formal jacket/blazer with a dress, skirt or formal trousers.
- Skirts and dresses must be tailored to approximately knee-length or longer.
- All pupils should wear their jacket/blazer when moving around the school site.
- Coats should fit over a pupil’s jacket/blazer but should not be worn instead of a jacket/blazer. Sub coats and other sports kit should not be worn with ‘Sixth Form dress’.
- Boys must wear a collared shirt and tie with their jacket/blazer. The top button of the shirt must be fastened, and the shirt must be tucked in. A plain, fine-knit jumper with minimal branding may also be worn (hoodies, sweatshirts and full-length zips are not permitted).
- Unless wearing a dress, girls must wear a smart shirt/blouse and/or a plain, fine-knit jumper with minimal branding (hoodies, sweaters and full-length zips are not permitted) with their jacket/blazer. Blouses and jumpers must be tucked in or cover the top of their skirt/trousers.
- Gender-neutral and non-binary pupils should feel comfortable to make a thoughtful and considered choice about the clothes worn at school.
- All pupils must wear smart shoes (no trainers, crocs, sandals, ballet pumps, sliders, or other open-toed shoes) and must not pair them with white socks.
- Pupils must be clean shaven unless permission has been sought from the Senior Deputy Head (for example for religious or medical reasons).
- Hair should be clean and off the face. It should be predominantly natural in colour and not exhibiting any extremes of fashion. Any hair colouring should be discreet and natural. As a signatory of the Halo Code, LWC is committed that all pupils will have the freedom and security to wear all afro-hairstyles and religious headwear without restriction or judgment.
- Make-up and jewellery should be discreet and minimal. Excluding ears, no piercings are permitted. Tattoos should not be visible at any time.

Pupils who do not meet the requirements outlined in this policy can expect to be asked to change at their earliest convenience and for their parents/guardians to be contacted. Skirts or trousers that are too short or ill-fitting will be required to be replaced. Repeated indiscretions could lead to pupils being asked to return home and/or disciplinary action.

Exceptions to these guidelines may be considered on an individual basis on the grounds of health, religion, gender or other personal circumstances.

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Sixth Form Sports/Activities Dress Code

- In the event that pupils are required to attend lessons in sports kit, a full LWC tracksuit (including trousers) should be worn.
- Sliders, crocs, or flip-flops should not be worn with LWC sports kit or to/from fixtures.
- LWC sports kit must be worn for all co-curricular sports and activity sessions.
- Activities that require specific apparel (e.g., CCF) will stipulate their own requirements.
- Pupils should wear this kit in transit from their house to and from the activity.
- Pupils taking part in non-active sessions (i.e., drama, music, departmental clinics, etc.) should attend in 'Sixth Form dress'.

After PM registration those not involved in activities/sports may wear casual clothes. This is the deadline before which pupils may not leave the house in casuals or variations of the sports kit. For Saturday morning activities pupils may dress in casual clothes rather than 'Sixth Form dress'.

This policy is the product of widespread collaboration within the LWC community. In addition, it was informed by the guidance produced by the UCL Institute of Education and the School of Sexuality Education ([link here](#)). It will be reviewed at least every two years.

All Pupils

The College uniform will be worn on weekdays from 8.00am until the end of the working day.

Hair should be clean, smart, tidy and off the face. It should be predominantly natural in colour and not exhibiting any extremes of fashion. Long hair should be tied back (1st – 5th form).

Pupils may wear two studs or sleepers in the lower lobe of each ear, one discreet ring, necklace and bracelet, but not ankle bracelets. No other piercings are permitted.

1st and 2nd Form pupils may not wear make-up. Pupils in 3rd-Sixth Form may wear a discreet amount of make-up when in College uniform. Any type of false nails are not permitted and coloured nail varnish may not be worn.

Boys must be clean shaven at all times whilst in school uniform unless permission has been sought from the Senior Deputy Head (for example for religious or medical reasons).

For Saturday morning activities pupils may dress in casual clothes rather than school uniform.

Casual dress consists of clean and tidy clothes of a sensible design. In all cases staff have discretion to decide on what is acceptable.

For certain activities, trips and visits outside College, pupils may wear casual clothes according to the instructions issued by a member of staff. Pupils may only attend lessons in casual or games clothing if they have a specific reason and, even then, only with the permission of the person in charge of the outing/activity and the class teacher concerned. Pupils must attend breakfast and lunch in College uniform except as above.

Casual Clothes

All pupils will need a set of smart casual clothes to be worn on outings, but we would ask that the amount of 'non-uniform' clothes at school could be kept to a minimum as there is limited storage space in the boarding houses. As with all school uniform, all items of clothing must be named appropriately.

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There will always be a degree of subjectivity when it comes to whether or not a pupil is presented professionally and therefore in accordance with the Dress Protocol. If there is any doubt, then the opinion of the Houseparent will be sought. In the case where the pupil feels that their Houseparent's ruling is not an accurate application of the dress protocol then the pupil has the right to seek a second opinion from the Senior Deputy Head. The Senior Deputy Head's ruling can only be overturned by the Head.

Extraordinary conditions (Summer and Winter Dress)

If the temperature is especially high (approximately 26 degrees or higher), the Senior Deputy Head may decide summer dress is more appropriate for the comfort of the students. Blazers, jackets and ties can be removed. Announcements about the adoption of summer dress will be made before 0800 as far as possible.

If the temperature is especially low (below freezing) or adverse in terms of snow, the Senior Deputy Head may allow a certain degree of tolerance at the discretion of the Houseparents to ensure students' comfort.