

ZA/cs

29 March 2010



Tanbridge House School
A Specialist Science, Mathematics &
Computing College

Dear Parent / Guardian

This letter relates to two important items that I wish to bring to your attention.

1. School Uniform and Dress Standards

At Tanbridge House we expect all students to adhere to our high standards of dress. I have attached a copy of our school uniform and dress standards as a reminder. We have noticed that recently students are not wearing the correct footwear. As our dress code points out, shoes should be of a sturdy nature either leather or vinyl but should not be trainers, sling backs, canvas or plimsolls. This is particularly important when considering health and safety around the school site.

Year 11 students will be issued with their Leavers' Hooded Sweatshirts next Tuesday, 30 March. After Easter they may wear these as part of their school uniform. However, students will still be expected to wear their school ties. Please note that when students are taking any examination they must wear full school uniform including their blazer, or they will not be admitted into the examination hall.

2. Timings of the School Day

We are proposing a slight change to the times of the school day and the rationale for this is included below. You will see from the attached table that there is no impact on lesson time and the changes will allow for time at the end of the day for learning and extra-curricular activities to take place without encroaching too much into the evening. We would very much appreciate your views on this, so please access the **VLE Moodle** via our website www.tanbridge-house-sch.co.uk and add your comments. Please may we have your response by 19 April 2010.

- There will be greater flexibility at the end of the school day with regard to all after school activities, especially in the dark winter months.
- Meetings, after school activities, revision sessions, PE fixtures, Drama, Performing Arts, and any other clubs/activities will be able to start at a reasonable time allowing for students and staff to maximize time after school.
- Lesson times have not been affected and the lessons still remain one hour long.
- The savings of the time have been made by cutting out the moving bells and reducing first break.

We look forward to hearing your views.

A Zazzaro Francis

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Current School Day Timings

8.40		Morning bell - Students move to Registration
8.45	8.50	Registration (10 mins)
8.55	9.55	Lesson 1
9.55	10.55	Lesson 2
10.55	11.25	First break (30 mins)
11.30	12.30	Lesson 3
12.30	1.30	Lesson 4
1.30	1.55	Second break (25 mins)
2.00	2.20	Registration / Tutor time or Assembly (20 mins)
2.25	3.25	Lesson 5
3.25		End of school day

Proposed School Day Timings

8.40	8.45	Registration (5 mins)
8.45	9.45	Lesson 1
9.45	10.45	Lesson 2
10.45	11.10	First break (25 mins)
11.10	12.10	Lesson 3
12.10	1.10	Lesson 4
1.10	1.40	Second break (30 mins)
1.40	2.00	Registration / Tutor time or Assembly (20 mins)
2.00	3.00	Lesson 5
3.00		End of school day

School Uniform and Dress Standards

Students are ambassadors of the school and are expected to dress and behave in a way that reflects the standards we seek to achieve. The uniform should be smart with ALL ITEMS CLEARLY NAMED. If students are unable to wear the uniform for any reason the school must be notified in writing by their parents.

All Years

Blazer	Navy blue with school logo - compulsory.
Shirt	White - compulsory.
Tie	School tie - compulsory (available in house colours).
Trousers	Boys: Standard tailored grey (no other colour). Girls: Standard tailored grey (no fashion styles).
Skirts	Plain grey and knee length.
Sweater	Navy blue sweater with school logo - suitable to wear under blazer in cold weather - optional. Sweater is not to be used as a substitute for the blazer.
Socks / Tights	Girls: White socks, natural or navy blue tights. Boys: Dark coloured socks.
Footwear	Black shoes (trainers must NOT be worn). No sling backs, stilettos, high heels, canvas shoes or plimsolls.
Belts	Belts should be plain black or grey (no fashion belts).
Scarves	Plain black scarves can be worn to and from school during inclement weather; otherwise scarves are not permitted and are not to be worn to cover the uniform.
Coat	Plain dark coloured. Extremes of fashion are to be avoided.
Jewellery	Only a wristwatch and one plain ear stud per ear may be worn. No other piercings are acceptable.
Hairstyles	Hair must be of natural colour. Extreme hairstyles and brightly dyed hair are NOT permitted. No shorter than a Number 2 and if on the collar or longer, must be managed in such a way as to be safe and tidy.
Make-up	Girls may wear discreet make-up in Years 9, 10 and 11.