

POST-16 BUSINESS WEAR

UTC SHEFFIELD: Olympic Legacy Park

Academic Year 2021-2022

Supported by:



At UTC Olympic Legacy Park, post-16 students have the option to wear business, or to wear the traditional UTC school uniform.

This booklet outlines the schools expectations of students to ensure they look professional and are ready to learn. We work with employers and business partners on a regular basis and we want all UTC post-16 students to look smart and be ready for the world of work. At school the principal is effectively the student's employer and it is important to arrive to school as if they are arriving to work. General guidance would be that if it would be appropriate to wear the outfit to a formal interview, or at work it is likely to be appropriate business wear. Suitability of clothing is at the principal's discretion.

Staff will check business wear on a daily basis prior to lessons. Students must be in business wear before they enter the building or they will face sanctions in line with the post-16 learning and behaviour policy. If an outfit is not appropriate students may be refused entry into the UTC and asked to return home to change. If a student must attend the UTC with incorrect business wear, please inform the school before they enter the building or they will be sanctioned.

The purple lanyard given to post-16 students must be visible at all times around the neck whilst in school to help differentiate students from other year groups, staff and visitors. Individual student ID cards must also be worn at all times and only be used by the owner for safeguarding reasons (replacement ID cards are available for £2.50 from the Network Manager's station).

Unsuitable business wear:

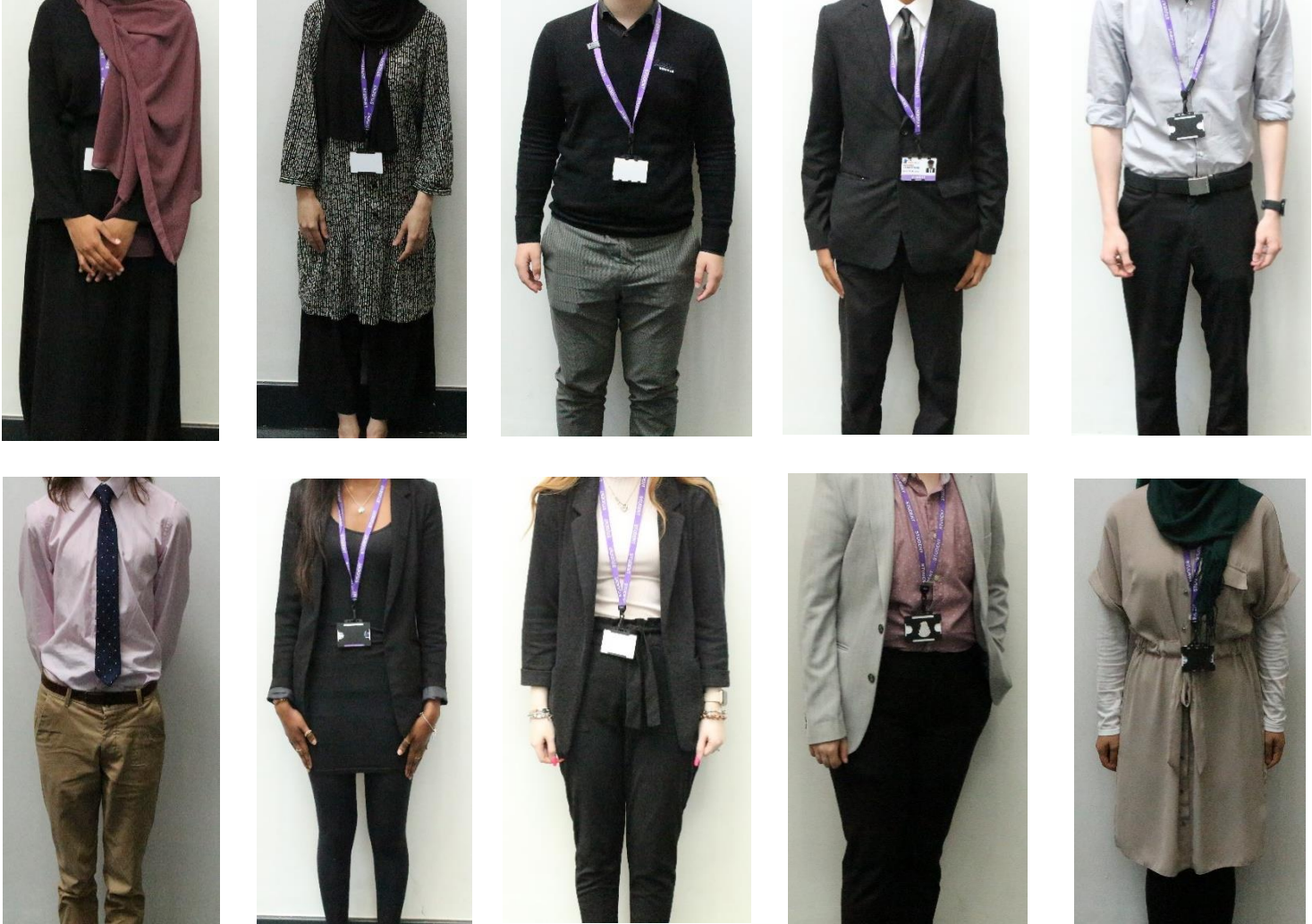
- No jeans of any kind or colour.
- No sports crew necks or sports hooded jumpers.
- No t-shirts with logos.
- No polo shirts
- No outdoor clothing in schools, including coats and scarves.
- No crop tops, including cropped shirts or cropped blouses.
- No trainers, pumps, canvas shoes, sandals or flip-flops are permitted. This is in the interest of health and safety.
- No Acrylic Nails
- No extreme hairstyles or hair colours

Suitable business wear:

- A business suit, a business dress or separates with tailored trousers or skirt options. Skirts should be at least knee length).
- Tights should be worn with skirts or dresses and should be of at least 40 denier.
- A blouse or a shirt with a stiff collar should be worn, these should not be cropped or low cut.
- An option of a tie or dress scarf can be worn with a shirt.
- Knitted jumpers or cardigans can be worn, they may have a small logo.
- All shoes must be smart and formal with a closed toe.
- Smart leather boots are permitted, no ugg style boots, fashion items or walking boots.
- Heels on shoes are to be a maximum of 2 ½ inches and no platforms are permitted.
- Tattoos must be discreet or covered up.

- Any logos on clothes must be small and discrete.
- Make-up must be discrete.
- Jewellery should be limited to a watch a discreet piercing.

The pictures below are examples of suitable business wear:



The pictures below show what footwear is permitted are shown below:



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Wear for Sports Students.

- In theory lessons students should be in business wear outlined in the sections above.
- For practical lessons students will be allowed to wear the UTC sports clothing shown in the image to the right.
- For practical lessons there is the option of a crew neck or polo neck sports top with the UTC logo.
- A jumper with the UTC logo
- A waterproof jacket with a hood. This again will have the UTC logo on and will be optional.
- For practical they can wear any leggings, tracksuit bottoms or shorts as long as they are all black.
- Any trainers are permitted for practical lessons.



The minimum expectation for this is that students wear the UTC branded polo top, their own appropriate black bottoms (tracksuit bottoms, shorts, leggings) and trainers. In addition to this, there will also be the option to purchase a UTC branded jumper and jacket. These additional items are not compulsory but are strongly recommended, particularly when students are taking part in activities outdoors and when dressing appropriately to work with our employer links.

Please note students will not be permitted to wear any non-UTC branded tops whilst on the UTC site. Students will be asked to remove these.

Items can be viewed and purchased directly from Kit Locker through the online shop link below (please bear in mind items usually take 4-5 weeks to arrive):

<https://www.kitlocker.com/yourclub/a-z-clubs-2/olympiclegacypark>