The Alice Smith School Uniform List 2015-2016

KEY STAGES THREE and FOUR
Year 7, 8, 9, 10 and 11

Uniform
White blouse or shirt with the school crest
Dark green skirt, skort, shorts or trousers (regular or slim fit)
Short, plain white ankle socks (low fitting "sports socks" are not acceptable)

Footwear*
Conventional style black or brown leather shoes (high heeled shoes, trainers or similar, boots and sandals are not allowed)

* All items, except socks and shoes should be bought at the School Uniform Shop. It is not always easy to purchase good quality leather shoes in Kuala Lumpur, so you may wish to bring suitable shoes with you if you are moving to Malaysia.

General Uniform Guidelines
Students should be encouraged to wear the correct uniform at all times and maintain a smart appearance.

Hair
Students with long hair are expected to tie it back to keep it away from the face using a black, white, green or green and white band or scrunchy. Students are not allowed to have bleached or coloured hair. Shaved heads are not appropriate. A one-week amnesty operates after main school holidays for hair beading.

Jewellery
Students may wear one pair of small studs or flat earrings. No other form of jewellery, bands or friendship bracelets etc. - except a simple wristwatch - may be worn unless there is a religious reason for doing so. In this case, permission must be given to the wearer by the Assistant Principal-Pastoral.

Nail Varnish and Tattoos
Students may not wear nail varnish at school and tattoos (permanent or temporary) should not be seen.

Chewing Gum
Chewing gum is not allowed in school or on school buses.

Travelling to and from School
Students are expected to wear full school uniform. Students are not allowed to change out of uniform on the bus. Outside of school, students must wear all uniform or all own clothes; not a combination (unless this has been permitted by a trip coordinator).
Naming of belongings
Please clearly name all your child’s belongings e.g. John SMITH. We do have lost property boxes.

Leather School Shoes
All students from Reception to Year 11 are required to wear black or dark brown leather shoes however it is not always easy to purchase good quality leather shoes in Kuala Lumpur, so you may wish to buy suitable shoes with you if you are moving to Malaysia. Trainers or boots are not allowed, even where the trainers are black.

Sixth Form (Year 12 - 13) Dress Code
The emphasis remains on “Business or Office Dress”. The below offers some guidance but should not be restrictive. Students should consider their appearance and consciously decide whether they look professionally attired.

Gentlemen
Shirts
- Plain colour or small stripe/check
- Long sleeved or short sleeved collared shirt worn appropriately
- A plain coloured jumper/cardigan, without logos or hood may be worn

Pants / Slacks
- Tailored, plain coloured with a discreet belt if worn
- Only of the following colours: blue, black, brown, beige, grey or cream
- Specifically not any of the following: denim, baggy casuals having zips/pockets down the sides of the “combat type”

Shoes
- Leather, plain, dark coloured
- Specifically not any of the following: sports or training shoes, boots, flip flops

Jewellery
- Jewellery should be discreet and no more than one simple neck chain, one bracelet, one simple ring and one earring/stud

Hair
- All faces will be clean shaven
- Hair should be kept neat and may be worn loose or tied back
- Colouring, if applied, should be one colour and discreet

Ladies
Blouse
- Plain colour or small check/stripe
- Long or short sleeved blouse worn appropriately. Specifically it should cover the shoulders and mid-riff and be open only at the neck
- A plain coloured jumper/cardigan, without logos or hood may be worn
Skirts/trousers

- Plain coloured, tailored and worn either as:
  - a skirt to the knee or mid-calf (any splits in the skirts must be of a modest length - no higher than knee height)
  - culottes to the knee
  - tailored trousers which are not excessively baggy or tight
  - only of the following colours: blue, black, brown, beige, grey or cream
- Specifically not any of the following: denim, baggy casuals, having zips/pockets down the sides of the “combat type”

Shoes

- Leather, plain, dark coloured
- Specifically not any of the following: sports or training shoes, boots, flip flops

Hair/Make-up

- Hair should be kept neat and may be worn loose or tied back
- Colouring, if applied, should be one colour and discreet
- Make-up should be minimal
- Nail varnish, if applied, should be a single colour

Jewellery

- Jewellery should be discreet and no more than one simple neck chain, one bracelet, one simple ring and one pair of studded earrings.

Sports Kit

Years 7, 8 and 9

Games T-shirt in a House colour*
Plain white PE T-shirt with Alice Smith logo*
Black Klass PE/Games shorts*
White ankle socks (not the ones worn to school)
Non-marking indoor trainers (must be different to your outdoor trainers and only used inside)
Outdoor trainers (must be different to your indoor trainers and only used outside).
Alice Smith School black swimming costume/trunks* (Year 7 and 8)
Alice Smith black swimming costume/trunks/black swimming shorts* (Year 9)
Towel
Football boots for field activities
Long black Klass sports socks* and shin pads - compulsory for football
Swimming caps and goggles are recommended for swimming.
Gum shields are recommended for rugby

Years 10 to 13

Plain white PE T-shirt with Alice Smith logo*
Black Klass PE/Games shorts*
Sports sock (not the ones worn to school)
Non-marking indoor trainers (must be different to your outdoor trainers and only used inside)
Outdoor trainers (must be different to your indoor trainers and only used outside).
Black swimming costume
Towel
Football boots for field activities
Long black KLASS sports socks* and shin pads - **compulsory** for football
Swimming caps and goggles are recommended for swimming.
Gum shields are recommended for rugby

* All these Sports Kit items must be bought from the school’s Uniform Shop.

**Exchanges**
Please return any items in their original condition (with labels) within one week of the date of purchase. The goods can then be exchanged on production of your receipt.

Swimwear and footwear **cannot be exchanged**. They must be tried on at the time of purchase.

**Equipment**
It is essential that students have all the following items for use at school:
- pencil case
- ink pens (blue or black)
- a highlighter pen
- 2 x HB pencils or mechanical pencils
- 2 x 2B, 2 x 4B and 2 x 6B drawing pencils
- a set of coloured pencils
- eraser
- pencil sharpener
- 15cm transparent ruler
- glue stick
- compasses
- 180° protractor
- scientific calculator (Casio fx 350 or Casio fx 570 series recommended)
- pocket English dictionary
- a pocket English/French/German/Spanish/Bahasa Malaysia/Mandarin dictionary as required
- art apron (preferably with plastic coated front)

Please note that Tip-pex correction fluid (liquid varieties) is not allowed in school.

**Sixth Form**
No equipment list is included for Year 12-13 as this is necessarily subject choice specific. We do, however, expect Sixth Formers to have access to a laptop.

**Return of Textbooks at the end of the term/year**
It is an expectation that all school textbooks issued to a student be returned in the same condition as on issue, at the end of a school year or when requested by the Library. Any losses or damage must be paid for to ensure other students benefit from their use of the textbooks in the future. The cost of non-returned or damaged books will be debited from retained deposits.