

27 October 2025

Dear Learners / Parents and Carers

### Reminder — College Dress Code and Professional Standards

Thank you for your continued support in upholding the standards of LDE UTC and UT6. As a technical college with a clear focus on professional pathways, our expectation is that learners present themselves in attire suitable for a business environment.

This letter serves as a reminder of key dress code expectations, with clarity provided to address recent concerns. Our college motto is “Every Day is an Interview Day” and our dress code reflects this.

### Expectations for Learners

We have noticed an increase in the number of learners attending college in dresses or skirts that are significantly shorter than what would be considered appropriate in a professional setting. In addition, learners have started wearing jumpers that would be considered too casual for the workplace.

To maintain consistency with our ethos of preparing young people for industry:

- Skirts and dresses must be of an appropriate business length — at or just above the knee.
- Strappy tops, including dresses with spaghetti straps are not suitable workwear.
- Trousers must be tailored — jeans and cargo are not suitable. Leggings or casual stretch trousers are not considered business wear unless worn discreetly under suitable attire.
- Jumpers or cardigans should be worn as a warm layer on top of a shirt or a blouse and must be plain. Jumpers should not have any logos or feature any type of pattern.
- Footwear must be smart and formal — completely black trainers are acceptable.
- Canvas shoes or sandals are not permitted.
- Shirts / blouses must be **collared** and properly fastened — T-shirts and polo shirts are not permitted except for sports.
- Hoodies, jackets or coats must not be worn inside the building

We ask for your support in checking outfits before learners leave for college and reinforcing that modest, professional appearance is part of employability.

## Our Next Steps

- Staff will increase uniform checks at entry and during the day.
- Learners wearing inappropriate items may be asked to change into spare clothing or sent home to change.
- Repeat breaches may lead to formal sanctions under our behaviour policy.

---

## How You Can Help

- Please speak with your child about these expectations.
- Ensure outfits reflect a **business standard**, not social or weekend wear.
- If financial circumstances make this difficult, please contact us — we will seek to support.

---

Our shared goal is to equip learners not only with qualifications, but with the habits and standards expected in professional environments. Dress is a key aspect of that preparation.

Thank you for working with us to uphold the values of LDE UTC and LDUT6

Yours sincerely



Gloria Gold – Deputy Headteacher – Pastoral