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| **PRINCIPAL: S.W. BLACK, M.Sc.**  Crest | **BALLYMENA ACADEMY,**  **GALGORM ROAD,**  **BALLYMENA,**  **CO. ANTRIM.**  **BT42 1AJ**  **TELEPHONE: 028 2565 2782/3**  **FAX: 028 2563 0855** |

Dear Parent/Guardian, May, 2025.

Please find enclosed a **Girls'** School Uniform List for 2025/2026.

We feel that it is extremely important to maintain high standards in uniform as students travel **to and from** school, and during the school day. I know that we can count on your support in this matter. With this in mind I would like to draw your attention to a number of points which relate to the **attached uniform list**:-

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| 1. | **Footwear :** In order to avoid having to replace inappropriate footwear, parents and pupils are advised to take the uniform list with them when purchasing shoes. We are very well aware that footwear is the most expensive uniform item and do not want parents to have to replace unsuitable footwear. Footwear will be checked at the start of the year and home contacted if footwear is considered to be non-regulation. **Please note coloured stitching is not permitted.** |
| 2. | **Skirt :** If a skirt is deemed to be too short it will have to be replaced by one of suitable length. Skirts will be checked at the start of the year and home contacted if they are considered to be non-regulation. |
| 3. | **Micro-Fleece** : If a Fleece is worn it must be the official navy-blue school micro-fleece. Hoodies (including school hoodies) should not be worn under the blazer.  **N.B.**  Micro-fleeces (from different manufacturers) are available from the ‘School Shop’ or official school suppliers. |
| 4. | **Scarves :** If a scarf is worn it must be a regulation scarf. School scarves are not only warm but complement the style and colour of our uniform and should last for a pupil’s school career. |
| 5. | **Coat :** If a coat is worn, the blazer should also be worn and not carried in a schoolbag nor left in a locker. A school coat may be purchased through the on-line shop if so desired. Coats should not be worn under the school blazer. |
| 6. | **Sportswear :** The school regulation sportswear is Canterbury branded items bearing the school crest. Please read carefully the guidance notes for sportswear, listed on the attached Uniform Regulations. Only items listed may be worn. |
| 7. | **Hockey Skort :** It is compulsory for girls in Years 8, 9 and 10 to wear a hockey skort during games. Pupils in Years 11– 14 may wear hockey skorts or approved leggings. Leggings are not permitted to be worn during the school day outside of Games/PE/team activities, without specific permission. |
| 8. | **Appearance** (Extract from Pupil Code of Conduct):  Pupils should:   * Take pride in their appearance. * Wear regulation uniform only, both in school and on the way to and from school. * Be neat and tidy in appearance at all times (ties must be properly knotted and of an appropriate length, collars buttoned, shirts and blouses tucked in; blazers should be worn in corridors except in very warm weather). * Be well groomed. Hair must be kept tidy and of a style and length acceptable to the school. For guidance, it should not be worn over the eyes or obscure vision at any time; boys’ hair should be no longer than the top of the blazer collar. Extremes are to be avoided and bleaches or dyes that are in blatant contrast to the natural hair colour are not permitted. Hair accessories should be simple and colour moderate. Shaven hair (below “number two”) is not acceptable under these regulations. Boys should be clean shaven.   Pupils should be aware that:   * Nail varnish and gel or artificial nails are not allowed. [Sufficient time before the start of term should be allowed for removal.] Discreet make-up is acceptable only from Year 11. Obvious or extreme eyelash extensions, make-up, including ‘fake tan’, will be required to be removed. * Ear cuffs and all facial jewellery (including sleepers or studs, clear or otherwise) are unacceptable, nor plasters covering such items. [Pupils are advised that sufficient time during holiday periods should be allowed for healing after a piercing.] * Visible tattoos (body art) are not permitted. * School micro-fleeces may be worn under the blazer on the way to and from school but removed prior to the commencement of the school day, except in winter months as permission is indicated. Hoodies, including school hoodies, should not be worn under the blazer. School hoodies are only permitted for P.E./Games. * If a hoodie or fleece is worn it must be an official navy-blue school hoodie or micro-fleece. Other hoodies and fleeces are not permitted at any time. * School jumpers/pullovers may be worn under blazers at any time. Coats and hoodies should not be worn under the blazer at any time. * The school reserves the right to remove non-regulation items and ask parents to collect them from the school office. * Outside of PE, games or organised activities, e.g. teams, unless specific permission has been given by staff, pupils should not be in sports kit other than for the actual activities. Where permission is given, regulation tracksuit bottoms must be worn: wearing shorts, skort or leggings only, is not permitted.   Pupils may wear:-   * One watch, one signet ring and, at most, one stud per ear. * **Lapel Badges** - no more than three from official school badges, B.B., G.B., Scouts, Girl Guides, Duke of Edinburgh, S.U., sports participation (Province, Ireland), Blood Donor, Music Festivals. |
| **In exceptional circumstances,** written permission to wear non-regulation uniform should be obtained from the Head of Year. Where items of non-regulation uniform are worn without permission, the school reserves the right to remove the items and ask parents to collect them from the school. | |

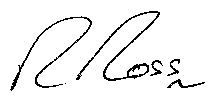
May I take this opportunity to remind you of the **importance of naming clothes and all personal belongings.** It is difficult to return mislaid articles if this is neglected. At the end of each term it is normal practice to donate unnamed property, which has not been claimed, to local charities or for ‘pre-loved’ uniform sale.

I would remind you that school ‘hoodies’, micro-fleeces and other items of school sports kit can be purchased through the school shop: ballymenaacademyschoolshop.com is open to all current parents and pupils from **Wednesday, 23rd April to Friday, 23rd May, 2025.** (**New Year 8 pupils** will have access after their Induction Day on **13th June until Friday, 27th June, 2025).** Orders must be made during this period to ensure that items are delivered for the start of term. Any queries can be addressed to Mr. A. Munce by forwarding an e-mail to [ballymenanacademschoolshop@gmail.com](mailto:ballymenanacademschoolshop@gmail.com). A pre-owned School Uniform and Sports Kit Sale will also take place on **Thursday, 26th June from 4.00 – 5.30 p.m.** in the Assembly Hall, adjacent to the main school entrance.

Finally, may I also remind you that, on the very rare occasions when pupils have to bring large sums of money to school, we would ask them to leave it in the school office for safe keeping.

Thank you for your help in all of these matters. I will be pleased to answer any queries you may have.

Yours sincerely,



R. Ross (Deputy-Principal)

**BALLYMENA ACADEMY**

**GIRLS' SCHOOL UNIFORM (2025/2026)**

**Introduction**

The School has a policy of requiring all its pupils to wear uniform and the aims of this policy are as follows:

1. to set a standard for dress which is reasonably formal (or smart and effective in the case of sportswear) and also serviceable,

2. to promote a sense of membership of Ballymena Academy,

3. to ensure that pupils possess a definite school identity while off the campus

(e.g. when travelling to and from school individually or as part of a team).

**General requirements**

Pupils are expected to conform to the following specifications in spirit as well as in letter and to wear the uniform neatly and as intended for the duration of the academic year. The final decision on the appropriateness of uniform and/or appearance will be taken by the Principal and/or the Vice-Principals.

The following uniform should normally be worn while attending school or taking part in school related activities (e.g. Saturday away fixtures), except in particular circumstances approved by the school.

**All uniform items need to be prominently and indelibly marked (preferably in more than one place) with the owner's name.**

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| **SKIRT:** | **Years 8 – 9**  A-line dark navy skirt of **modest length,** clearly visible below blazers and no higher than 10cm. above knee.[No straight or pleated skirts or skirts with slits allowed]  **Years 10 – 12**  Dark navy straight skirt, with back centre vent, in same fabric as school blazer, worn 2 inches (5 cm.) below the knee.  **Years 13 – 14**  Dark navy skirt with two inverted pleats front and back (knee length or longer). |
| **TIE:** | **Years 8 – 10**  Red and navy striped school tie.  **Years 11 – 12**  Middle School tie. [Predominantly blue with narrow red stripe]  **Years 13 – 14**  6th Form tie purchased from the school office. |
| **FOOTWEAR:** | **Years 8 – 10**  Any **plain** **low-heeled** black leather school shoe.  **Heels should be no higher than 55 mm.** **at the back of the shoe and the base of the heel no smaller than 20 x 20 mm.**  [Slingback, platform, stiletto, suede or canvas shoes are not allowed.] Coloured stitching is not permitted. Black laces only.  Black leather boots may be worn to school in winter but changed to regulation shoes on arrival at school.  **Trainers must be worn only for P.E./Games.**  **Years 11 – 14**  Any plain black leather school shoe.  **Heels should be no higher than 65 mm at the back of the shoe and the base of the heel no smaller than 20 mm x 20 mm.**  [Slingback, platform, stiletto, suede or canvas shoes are not allowed.] Coloured stitching not permitted. Black laces only.  Black leather boots may be worn to school in winter but changed to regulation shoes on arrival at school.  **Trainers must be worn only for P.E./Games.** |

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| **ALL YEAR GROUPS:** | |
| **BLOUSE:** | Long-sleeved white blouse buttoned to the neck, with a shirt collar. |
| **PULLOVER,**  **+ MICRO-**  **FLEECE:** | If worn, dark navy V-necked pullover with red school name flash and with or without sleeves. Pullovers should not hang below blazers. Cardigans are not permissible. The school micro-fleece is the only fleece [Canterbury from ‘school shop’ or other from our official school suppliers] which may be worn with and as part of the school uniform. [See Code of Conduct.] Hoodies are not permitted to be worn under blazers. |
| **TIGHTS or**  **SOCKS:** | Navy or black tights.  **Mid-grey knee socks with a dark navy and dark red band at the top (available only from school stockists).** |
| **BLAZER:** | Dark navy with navy buttons and school crest on top pocket. |
| **COAT:** | If worn, **plain** dark navy or black, without noticeable unapproved lettering or logos. All coats should be at least blazer length. Coats should not be worn under the blazer at any time.  A school coat may be purchased through the on-line shop if so desired. |
| **SCARF:** | If worn, red and navy school scarf (available only from school stockists). |
| **HEAD-GEAR:** | Plain dark navy/black woollen hat may be worn. |
| **GLOVES:** | Plain dark navy/black. |
| **SCHOOLBAGS AND SPORTSBAGS:**  These should be mainly navy, red or black. No graffiti allowed.  **FROM 1st APRIL TO 30th SEPTEMBER** the following alterations may be made in the previous items. | |
| **BLOUSE:** | Open-necked, short-sleeved white blouse. |
| **SOCKS:** | White or dark navy ankle socks. |
| **SHOES:** | Black sandals. |

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| **COMPULSORY ITEMS FOR PHYSICAL EDUCATION** |
| **YEARS 8 – 14**  The following compulsory items must be sportswear, bearing the school crest. These are only available from our on-line shop, <https://www.ballymenaacademyshop.org>   * Red P.E. T-Shirt * Navy hockey shirt (Year 9 and above – team members only) * Navy-blue hockey skort * White/Red/Blue hooped hockey socks |
| In addition; but not available from our on-line shop:-  - White ankle socks - Hockey Stick (lightweight)  - Sports trainers (No plimsoles or fashion trainers) - Mouthguard and shin-guards (for hockey)  - Swimming costume (Year 8 only)  - Towel |
| **OPTIONAL ITEMS FOR PHYSICAL EDUCATION**  **YEARS 8 – 14**  The following optional items are also available through our on-line shop at <https://www.ballymenaacademyshop.org>     * Waterproof wear – must be in school colours – Canterbury Contact Top and/or Canterbury Zipped Jacket * Navy-blue ‘Canterbury’ tracksuit bottoms * Navy-blue hoodie (Canterbury) * Navy-blue micro-fleece (Canterbury)     The following items are also optional but are **NOT** available through the on-line shop:-   * White base layer/skin/underarmour/thermal, if worn below hockey shirt. * Hockey bag – mainly navy, red or black. |