



# Holbrook C of E Primary School

## Uniform Policy

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## **Statement of intent**

Holbrook CofE Primary School believes that a consistent school uniform policy is vital to promote the ethos of the school and provide a sense of belonging and identity for all pupils, regardless of their protected characteristics or socio-economic circumstances.

This policy lays out the measures the school has taken to ensure a consistent, fair and inclusive uniform policy, and to implement a uniform that reflects the needs of all pupils, and is affordable and the best value for money for the school and pupils' families.

We believe that pupils learn most effectively and achieve their best outcomes when they are comfortable, able to be themselves, and dressed in such a way that sets an appropriate tone for education.

## **1. Legal framework**

This policy has due regard to all relevant legislation including, but not limited to, the following:

- Education and Inspections Act 2006
- Education Act 2011
- Human Rights Act 1998
- Equality Act 2010
- The UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018

This policy has due regard to all relevant guidance including, but not limited to, the following:

- DfE (2021) 'Cost of school uniforms'
- DfE (2021) 'School Admissions Code'
- DfE (2021) 'School uniforms'

This policy operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Behaviour Policy
- LGBTQ+ Policy
- Tendering and Procurement Policy

## **2. Roles and responsibilities**

The governing board is responsible for:

- Establishing, in consultation with the headteacher and school community, a practical and smart school uniform that accurately reflects the school's vision and values.
- Ensuring that the school's uniform is accessible and inclusive, and does not disadvantage any pupil by virtue of their protected characteristics or socio-economic status.
- Listening to the opinions and wishes of parents, pupils and the wider school community regarding changes to the school's uniform.
- Ensuring that the school's uniform is accessible and affordable.
- Demonstrating how best value for money has been achieved in the uniform policy.
- Ensuring compliance with the DfE's 'Cost of school uniforms' guidance.
- Processing and approving all eligible School Uniform Assistance Application Forms.

The headteacher is responsible for:

- Enforcing the school's uniform on a day-to-day basis.
- Ensuring that teachers understand this policy and what to do if a pupil is in breach of the policy.
- Listening to the opinions and wishes of the school community in regard to the school's uniform and making appropriate recommendations to the governing board.
- Allowing exemptions as appropriate.

Staff members are responsible for:

- Ensuring that pupils dress in accordance with this policy.
- Ensuring that pupils understand why having a consistent and practical school uniform is important, e.g. school identity.

Parents are responsible for:

- Providing their children with the correct school uniform as detailed in this policy.
- Informing the headteacher if their child requires a more relaxed uniform policy for a period of time, including why.
- Ensuring that their child's uniform is clean, presentable and the correct size.

Pupils are responsible for:

- Wearing the correct uniform.
- Looking after their uniform as appropriate.
- Understanding and respecting why a school uniform is important to the school, e.g. school identity and community.

### **3. Cost principles**

The school is committed to ensuring that its school uniform is affordable and accessible to all pupils, and does not place an unreasonable financial burden on parents.

In accordance with the 'School Admissions Code', the headteacher will ensure that the school's uniform policy does not discourage parents from applying for a place for their child.

The school will assess the overall cost implications of its uniform policy regularly, including prior to making any changes to the school uniform. When evaluating whether costs are reasonable and proportionate, the school will take into account the opinions and situations of:

- Economically disadvantaged parents.
- Parents with multiple children who are, or will be in the future, pupils at the school.
- Parents of younger children, as they are likely to grow quickly and require new sets of uniform more frequently.
- Parents of pupils with protected characteristics that may impact their ability to access the uniform due to costs.
- LAC (Looked after Children) and PLAC (previously Looked After Children).

The school will evaluate the cost of its uniform based on the overall collection of uniform items that parents would need to purchase for a pupil, rather than on the cost effectiveness of individual items; this will include consideration of the fact that parents will need to purchase multiples of certain items, e.g. shirts and socks, to ensure their child can come to school in clean uniform every day.

The school keeps variations in school uniform for different groups of pupils, e.g. year group-specific items or house colours, to a minimum where possible to ensure that pupils can get the most wear out of their uniform possible and that parents can pass some items down to younger siblings.

The school keeps branded uniform items to a minimal level that is reasonable for all members of the school community. The school defines a branded uniform item as any item of clothing that cannot be purchased at a range of retailers, including by virtue of logos, colours, design and fabrics. Where the school decides to require an item of branded clothing, it will conduct an assessment to ensure prices are kept as low as possible, e.g. by offering sew- or iron-on logo badges for jumpers that can be bought at retailers instead of requiring special branded jumpers.

The school is committed to meeting the DfE's recommendations on costs and value for money. Every care is taken to ensure that our uniforms are affordable for all current and prospective pupils, and that the best value for money is secured through reputable suppliers.

The school works with multiple suppliers to obtain the best value for money possible. Any savings negotiated are passed to parents where possible and does not enter into exclusive single supplier contracts or cash-back arrangements. More information on supplier processes can be found in the 'School uniform supplier' section of this policy.

The school will not amend uniform requirements regularly and will take the views of parents and pupils into account when considering any changes to school uniforms.

#### **4. Equality principles**

The school takes its legal obligation to avoid discriminating against any protected characteristic unlawfully very seriously, and aims to ensure that the uniform policy is as inclusive as possible so that all pupils are supported to access a school uniform which is comfortable, suitable for their needs, and reflects who they are.

The school will work to ensure that school uniform's cost does not disproportionately affect any pupils by ensuring that uniforms for all genders are as equal in price as possible and by adhering to the cost principles laid out in section 3.

The school will ensure that parents and pupils are consulted over any changes to school uniform, and that views and advice is sought specifically from pupils, and parents of pupils, who:

- Are transgender, including non-binary pupils.
- Have SEND and/or sensory needs.
- Are of a religious or cultural background that has dress requirements.

The school uniform has gender neutral options, meaning that pupils are not required to wear specific items based on their gender. Transgender pupils are supported to access the uniform that best reflects their gender expression in line with the LGBTQ+ Policy.

The school ensures that pupils who are required to follow certain dress requirements, e.g. by virtue of their membership of a particular religious or cultural group, are afforded flexibility to allow them to wear a uniform that adheres to their requirements as far as possible. The school endeavours to meet all requests for amendments to the uniform for these purposes; however, will ensure that the needs and rights of individual pupils are weighed against any health and safety concerns for the entire school community.

Parents' concerns and requests regarding religious clothing are dealt with on a case-by-case basis by the headteacher and governing board, and always in accordance with the school's Complaints Procedures Policy.

The school ensures that the needs of pupils with SEND and/or sensory difficulties are considered in the uniform policy, e.g. ensuring soft, stretchy fabrics and avoiding intricate buttons or hard seams; however, where the needs of these pupils cannot be met in the standard uniform policy, individual adaptations to the uniform will be considered and permitted wherever possible.

## **5. Complaints and challenges**

The school endeavours to resolve all uniform complaints and challenges locally and informally, in accordance with the school's Complaints Procedures Policy.

To make a complaint, parents should refer to the Complaints Procedures Policy and follow the stipulations outlined.

When a complaint is received, the school works with parents to arrive at a mutually acceptable outcome.

Governors are willing to consider reasonable requests for flexibility to allow a pupil to accommodate particular social and cultural circumstances.

## **6. School uniform supplier**

Our current school uniform supplier for branded items is:

Loopwear  
Baileys Mill,  
38 Factory Lane,  
Ilkeston,  
DE7 8HQ

Our school uniform supplier accepts school uniform assistance vouchers.

The governing board will ensure that a written contract is in place with the supplier for branded items.

The school will retender the uniform contract every five years, whether changes to the uniform are made or not, in line with the Tendering and Procurement Policy. The governing board will be able to demonstrate how uniform is procured at the best value for money. The headteacher will work to ensure that the items are procured as cheaply as possible without compromising on the quality, e.g. by requesting standard-style items from the supplier rather than more intricate and unique designs.

The school does not sign contracts with suppliers before requesting visualisations of proposed uniform, as well as fabric samples.

## **7. Uniform assistance**

The school holds second-hand school uniforms via the PFA for parents to access; access to these uniforms is available upon request made to the headteacher. Regular second-hand uniform sales are

held through the school year. Parents are invited to donate their child's uniform when they no longer need it.

## **8. Non-compliance**

Parents will be notified if their child's uniform does not meet the expectations set out here. Parents will be given a reasonable amount of time to make adjustments.

## **9. School uniform**

### **School colours**

Our school colours are as follows:



- Royal blue: jumpers, cardigans
- White: polo shirts, T shirts
- Grey: trousers, skirts, pinafores
- Black: shoes



## Clothing

The school uniform is as follows:

Please note, pictures are to illustrate colours or branded options. School does not specify a style or material for trousers, skirts or jumpers so that parents can choose the most cost effective option from a range of regular retailers with school uniform ranges.

Regular school uniform				
Item	Optional /required	Branding	How to acquire	Cost per item
Royal Blue jumper or cardigan 	Required	Optional – embroidered logo on left hand side	Branded sweatshirt and cardigan available from school supplier and second hand from school.  Unbranded sweatshirt or cardigan can be bought from regular retailers.	£11.25  £12.25  Unbranded: From £4 for 2
White polo shirt	Required	No branding	Available second hand from school and available from regular retailers.	From £2.50 for 2
Grey trousers, skirt or pinafore 	Required	No branding	Available from school supplier, second hand from school office and available from regular retailers.	From £7.00 for 2
Blue gingham dress for summer 	optional	No branding	Available second hand from school office and available from regular retailers.	From £9.00 for 2
Sensible, plain black shoes	Required	No branding	Available from regular retailers.	varies
Blue school fleece	Optional	School logo on right-hand side	Available from school supplier and second hand from school.	£14.50

PE kit				
Item	Optional /required	Branding	How to acquire	Cost per item
Plain white t-shirt	required	unbranded	Available second hand from school and available from regular retailers.	From £3.00
Royal Blue sports shirt 	optional	Holbrook CE Primary School on back	Available from school supplier and second hand from school.	From £8.60
Plain black shorts	required	unbranded	Available from regular retailers.	From £4.00
Plain black tracksuit bottoms (joggers)	Required in cold weather	unbranded	Available from regular retailers.	From £4.00
Plain black top (no hoods) 	Required in cold weather	unbranded	Available from regular retailers.	From £4.00
Plimsolls or black trainers	required	unbranded	Available from regular retailers.	varies

Accessories				
Item	Optional /required	Branding	How to acquire	Cost per item
School book bag 	required	School logo	Available from school supplier.	£9.50
Puddle suit (for Reception age children) 	Required (for Reception children)	Unbranded – any colour or style	Available from regular retailers.	From £11.00

For pupils wearing skirts or pinafores, black or grey tights can be worn, with white socks in the summer. Otherwise, socks should be a dark colour (grey or black)

Trainers are not considered suitable footwear for day-to-day schoolwear. High heels are not permitted.

Skirts must be knee-length. Black jeans or leggings are not permitted.

PE kit should be without logos. Parents may wish to buy a branded sports shirt as described above for team or off-site events, but this is not compulsory. Children need T-shirt, shorts and suitable outdoor trainers/plimsolls in summer, and joggers/long sleeve sweater style top as additional layers in winter.

### **Jewellery**

Permitted jewellery that may be worn is:

- One pair of stud earrings – no other piercings are permitted.
- A smart and sensible wrist watch from Year 2 onward.

Jewellery is the responsibility of the pupil and not the school. Lost or damaged items will not be refunded. All jewellery must be removed during practical lessons, including PE lessons and science experiments. Where pupils cannot remove earrings, these must be taped over. Children can apply tape themselves, or come with ears already taped. Staff are not permitted to apply tape. We recommend any ear piercing to take place at the start of the summer holidays to allow healing time.

### **School bag**

Pupils should use the school book bag to bring any books or equipment to school. Where PE kit needs to be brought, pupils should have a plain blue drawstring bag. Branded options are available from the school supplier but these are not compulsory.

### **Hairstyles**

The school reserves the right to make a judgement on where pupils' hairstyles or hair colours are inappropriate for the school environment; however, will ensure that any such judgements do not discriminate against any pupil by virtue of their protected characteristics. Each individual pupil's scenario will be taken into account where any judgements on appropriateness are to be made, and parents will always have the freedom to complain via the school's Complaints Procedures Policy.

Pupils with long hair must ensure that this does not impede their vision, cover their face or provide a health and safety risk. Long hair must be tied up during practical lessons, e.g. during PE.

The following hairstyles are not considered appropriate for school:

- Brightly-coloured, dyed hair.
- Logos or patterns shaved into hair

### **Makeup**

No make up is permitted for children in school.

## **10. Adverse weather**

All pupils are required to wear weather-appropriate clothing that covers as much of their skin as possible during adverse weather.

For hot temperatures, this includes wearing:

- Loose-fitting and lightweight shirts and dresses with sleeves and collars or covered necklines.
- A cap – the school supplier provides a branded cap, but this is optional. Caps should be a plain colour, preferably blue.

Pupils are advised not to wear any jumpers during heatwaves. If outside during break times, pupils not wearing sun-safe clothing are advised to stay in an area protected from the sun, or spare clothing is provided.

For cold temperatures, this includes wearing:

- Scarfs, gloves, coats and hats when they are outside.
- Warm jumpers that conform to the school's uniform policy.
- Trousers, or thick tights with skirts.

## **11. Labelling**

All pupils' clothing and footwear is clearly labelled with their name.

Any lost clothing is to be taken to the lost property box in the school office. All lost property is retained within the half term and is disposed of if it is not collected within this time.

## **12. Monitoring and review**

This policy is reviewed every three years by the chair of governors and the headteacher.