



ST ANDREW'S CHURCH OF ENGLAND PRIMARY SCHOOL

UNIFORM POLICY

DOCUMENT STATUS

Author:	GM/KBU	Version :	4
Reason for change :	Information and expectations with regards to hair and makeup added.		
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Rationale

St Andrew's CE 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.

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, is affordable and the best value for money for the school and pupils' families.

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'

Roles & Responsibilities

The **governing body** 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.

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 body.

Staff members are responsible for:

- Ensuring that pupils dress in accordance with this policy at all times.
- 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 at all times, unless the Headteacher has granted an exemption.
- Looking after their uniform as appropriate.
- Understanding and respecting why a school uniform is important to the school, e.g. school identity and community.

St Andrew's CE Primary 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.
- Looked After Children and Post 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 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.

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 the school 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.

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 the cost of the school uniform 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 this policy.

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 implements a gender-neutral uniform, meaning that pupils are not required to wear specific items based on their gender, and may wear any of the uniform items listed in the 'School details' section of this policy regardless of the legal sex recorded on the school's records. Transgender pupils are supported to access the uniform that best reflects their gender expression.

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 endeavors to meet all requests for amendments to the uniform for these purposes; however, the school 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 body, and always in accordance with the school's Complaints Procedure.

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.

Complaints & challenges

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

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

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

If there is any reason why a child cannot wear our uniform or requires special dispensation (e.g. health or religious grounds) then the governors will consider sympathetically any such request from a parent/carer.

School uniform supplier

Our current school uniform supplier is:

Touchline UK
Liverpool Road
Warrington
WA5 1AE

Website: <https://www.touchline-embroidery.com/>

Office Telephone: **01925 413 777**

Orders Email: **orders@touchline-embroidery.com**

Enquiries Email: **sales@touchline-embroidery.com**

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.

Uniform assistance

The school supports vulnerable families in meeting the costs of uniforms. School uniform assistance is provided via a voucher that can be spent on school clothing. The budget for the school uniform assistance scheme comes from pupil premium funds.

To claim school uniform assistance, parents should be eligible for Free School Meals or in receipt of pupil premium funding. Eligibility is determined by checking original documents from the relevant authority, detailing receipt of the benefit and the address of the pupil.

Preloved uniform items

We encourage families to donate used uniform to school so that we can establish a stock of second-hand items which will be readily available to support all of our families as and when required.

These second-hand uniform items are available, free of charge from the school to anyone who may need them and is a great way of saving money as well as helping protect the environment by recycling and reducing waste.

Uniform details

It is expected that children wear the correct uniform to school each day, with the appropriate footwear.

If a child does not wear the correct uniform, a verbal or written reminder of our expectations will be communicated to the parents/carers.

Item	Optional or required	Branding	How to acquire	Cost per item from school supplier*
Regular school uniform (EYFS & KS1)				
Royal blue school sweatshirt, cardigan	Required	Branding optional School logo on left-hand side	Branded sweatshirt and cardigan available from school supplier. Others available from regular retailers	From £11.60
Plain or school logo white polo shirt	Required	Branding optional School logo on left-hand side	Branded polo shirt and cardigan available from school supplier. Others available from regular retailers	From £8.50

Grey trousers or knee length-skirt or pinafore	Required	No branding	Available from regular retailers.	
White/grey socks or tights	Required	No branding	Available from regular retailers.	
Black shoes (not trainers/ boots/ sandals/ pumps) Shoes should be a closed toe/ full shoe, plain black with no logos, studs or similar.	Required	No branding	Available from regular retailers.	
Fleece coat with school logo	Optional	School logo on left-hand side	Available from school supplier	From £18.00
Waterproof fleece coat with school logo				From £25.00
Regular school uniform (KS2)				
Royal blue school sweatshirt, cardigan	Required	Branding optional School logo on left-hand side	Branded sweatshirt and cardigan available from school supplier. Others available from regular retailers	From £11.60
Plain white shirt or blouse with collar, short or long sleeves	Required	No branding	Available from regular retailers.	
School Tie	Required	No branding	Available from school office	£6.00
Grey trousers or knee length-skirt or pinafore	Required	No branding	Available from regular retailers.	
White/grey socks or tights	Required	No branding	Available from regular retailers.	
Fleece coat with school logo/ Waterproof fleece coat with school logo	Optional	School logo on left-hand side	Available from school supplier	
Summer uniform (Summer term only)				
Light blue and white gingham dress or white polo shirt (KS1)/white shirt (KS2) and grey shorts.	Optional	No branding	Available from regular retailers.	
PE & Games kit				
White polo shirt (with school logo optional) *In colder weather, children can wear their school jumper, cardigan and/or fleece over the polo shirt.	Required	Branding optional School logo on left-hand side	Branded sweatshirt and cardigan available from school supplier. Others available from regular retailers	From £8.50
Black plain shorts	Required	No branding	Available from regular retailers.	
Black leggings or joggers	Optional	No branding	Available from regular retailers.	
Trainers	Required	No branding	Available from regular retailers.	
Accessories				
School book bag	Required for KS1,	School logo	Available from school supplier or	£7.70

	optional for KS2		school office (subject to stock availability)	
Drawstring bag	Optional for KS2 – No rucksacks allowed	School logo	Available from school supplier or school office (subject to stock availability)	£6.35

*prices correct as of September 2022

PE kit should be kept in school all week and taken home half termly for washing. If a child does not have their PE kit in school, a letter is sent home to the parents/carers.

Jewellery, Watches, Hair and Makeup

Children may wear one small, plain stud earring in each ear. In keeping with our school value that uniform should be non-competitive, simple and practical, we ask that earrings are kept as plain and discreet as possible. Hoop, large or dangly earrings are not permitted.

We ask that children do not wear necklaces and bracelets in school.

Children are allowed to wear watches in school. However, smart watches that have built-in cameras, games, or other interactive features are not permitted. This is to minimize distractions and protect the privacy of all students.

The school reserves the right to make a judgement on whether a pupil's hairstyle, hair colour or headwear is inappropriate for the school environment; however, the school 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.

Long hair should be tied back with plain, simple blue/black bobbles (not scrunchies or bobbles with bows attached to them). Headbands and hair clips should be plain and minimal. Novelty/costume bows, clips, scrunchies and head bands should not be worn. The following list are examples of hairstyles that are not considered appropriate for school. Please note that this list is not exhaustive.

- Brightly-coloured (non-natural shades), dyed hair.
- Headwear with bold patterns or colours.
- Excessive hair accessories.

The school rules on makeup and cosmetics are as follows:

- No makeup is permitted
- False nails and nail extensions are not permitted
- Only clear nail varnish may be worn
- Temporary tattoos are not permitted

Labelling

Parents are asked to clearly label every item of school clothing with their child's name to ensure that any item left around the school can be returned easily. Any lost clothing and/or other items are taken to the lost property basket located in the school foyer.

Lost property will be laid out at the front of school at the end of each term for parents to check. Any items left unclaimed that are in good, clean condition will be donated to the stock of pre-loved school items or occasionally disposed of.