

# Jubilee Park Academy



**reaching and believing**

## Uniform and Appearance Policy

**July 2015**

Policy will be reviewed: July 2018.

Signed by Chair of Governors: \_\_\_\_\_

Date: \_\_\_\_\_

The Department for Education (DFE) strongly encourages school governing bodies to have a uniform and appearance policy and states that it is a school's governing body who should determine what the rules relating to this should be.

This policy has been decided upon by the Governing body of Jubilee Park Academy.

### **Rationale**

We believe that school uniform plays a valuable role in contributing to the ethos of Jubilee Park Academy and in setting an appropriate tone. It is our policy that all children should wear school uniform and adhere to school rules regarding appearance when attending school, or when participating in a 'school-organised event' outside normal school hours.

We provide a complete list of the items needed for school uniform and acceptable appearance in our school prospectus.

Our uniform and appearance policy;

- Is fair and affordable to all parents/carers
- has taken regard to the Human Rights act 1998 and anti-discrimination legislation
- does not act as a barrier to parents when choosing a school

### **Aims and Objectives**

Our policy is based on the notion that a school uniform *can*:

- instil pride and encourage identity with, and support for, school ethos
- promote a strong, cohesive school identity that supports high standards and equality among pupils
- support effective learning and teaching
- promote the health, safety and well-being of pupils
- support positive behaviour, attitudes and discipline
- ensure inclusion of all pupils regardless of gender, race or religion
- protect pupils from social pressure and harassment
- discourage dress and appearance that encourages anti-social or 'gang' behaviour
- nurture cohesion and promote good relations and harmony between different groups of pupils
- provide an affordable, practical dress code for all families

### **Uniform and Dress Code**

We require all children to wear the school's uniform, as described below;

Girls	Boys
Grey/black Skirt, Pinafore dress or Trousers (not combat style, jeans or sweatshirt/lycra)	Black/Grey Shorts/Long Trousers (not combat style, jeans or sweatshirt/lycra)
Royal blue Cardigan, crewneck or V neck sweatshirt or jumper (OPTIONAL LOGO)	Royal blue V neck or crew neck sweatshirt or jumper (OPTIONAL LOGO)
White Blouse or collared Polo T-shirt	White Shirt or collared Polo T-shirt
Blue/white checked dress	White/black/grey socks
Plain grey or black tights	Black or grey shoes not trainers, no open toe footwear
Black or grey flat shoes not trainers (no backless mules, open toe footwear or flip flops); boots are allowed during inclement weather – these must be black or grey (wellington boots, if worn, must be changed on arrival in school)	Boots are allowed during inclement weather – these must be black or grey (wellington boots, if worn, must be changed on arrival in school)

### **Footwear**

We require all children to wear black or grey footwear, as described in the school's uniform list. The school wants all children to grow into healthy adults. We believe that it is dangerous for children to wear shoes with platform soles or high heels in school, so we do not allow this. Nor do we allow the wearing of backless mules, flip flops or open toe footwear. Muddy boots or shoes must be removed before entering the school premises. During inclement weather, if pupils wear wellington boots, they are required to change into school shoes for the duration of the day.

## **Outdoor clothing**

We request that pupils also have an appropriate 'outdoor' coat. This changes dependent on season, but 'school coats or fleeces' which have the school logo are preferred. There are several reasons for this; they avoid the issues of pupils competing to have the 'best designer label'; they avoid possible tensions that may arise for clothing that supports a particular football team; they reduce the incidents of bullying for those pupils who do not sport the latest 'trend'; and generally speaking they are most serviceable and better value for money. If parents do not wish to purchase a 'school logo coat or fleece' then they should provide a coat that is 'fit-for-purpose' in terms of the season it is being worn in, and be of a 'school colour', namely blue, grey or black.

## **Non Uniform Items**

In addition to the list above there are also items that are not acceptable to be worn;

Items that are not part of uniform and appearance policy
Leggings or tracksuit trousers (other than in PE)
Large decorative belts worn 'over' clothing
Large warmers
Waistcoats
Ties
Neck Scarves (other than for outdoor wear)
Hats (other than for outdoor wear in the summer or winter)
Hooded tops ('hoodies' - other than for outdoor wear)
Head scarves/coverings (other than for religious reasons that have been discussed with the head teacher)

The main supplier of 'logo' uniform items is 'Sanz Kidswear' Unbit 30 - 31 Indoor Market, Bilston, however competitively priced items in the school colours are available from various chain stores.

All items of uniform should be labelled and pupils are responsible for looking after their clothing at all times.

It is important that individual pupils can be identified in order to maintain good order and identify intruders easily. If a pupil's face is obscured for any reason, the teacher may not be able to judge their engagement with learning, or to secure their participation in discussions and practical activities.

## **PE Uniform**

Indoor PE	Outdoor PE
White T-shirt (plain or with school logo/name)	White T-shirt (plain or with school logo/name)
Royal/navy blue or black shorts	Royal/navy blue or black shorts
Black pumps	jogging trousers (for Autumn and Spring terms as appropriate)
	Trainers

All children are required to change for P.E.

Children must not take part in any P.E. activity wearing inappropriate footwear.

From time to time children may partake in activities barefoot at the discretion of the teacher.

Children MUST NOT take part in any P.E. activity wearing socks or tights only on their feet.

Parents are reminded that no child will be excluded from PE lessons due to lack of PE kit.  
Spare items are retained in each classroom for this purpose.

## **Jewellery**

This following lists the items of jewellery that are permitted;

Acceptable Jewellery	Unacceptable Jewellery
1 wristwatch (silent)	Any earrings that 'dangle' or hang below the ear lobe (sleepers/hoops etc.)
1 pair of single plain stud earrings (girls)	Necklaces
Key religious or medical items which may appear to be items of jewellery – in all case permission of the Headteacher must be sought	Bracelets
	Rings (including toe rings)
	Other visible piercings

We do not allow children to wear jewellery in our school as it poses a risk of injury and may place a pupil at increased risk of bullying and harassment.

## **Tattoos**

Tattoos, either temporary or permanent are not permitted.

## **Hairstyles**

- It is recommended that long hair be tied back for health and safety reasons, this is true for both boys and girls
- The school does not permit children to have haircuts that could serve as a distraction to other children or raise health and safety concerns.
- Shaved heads or hairstyles that are deemed by the school to be extreme are not acceptable.
- Hair should not be cut on anything less than a number two setting. No markings of any description should be shaved into the hair. If you are unsure whether or not a hairstyle will be acceptable you are advised to ask the Head Teacher.
- Hair must not be dyed, bleached or beaded.
- Hair extensions are not permitted.

## **Make-up**

The school does not permit children to wear make-up (unless this is being used for curriculum purposes e.g. school productions/themed non-uniform days), nail varnish or have nail extensions/false nails.

## **Non-Uniform Days**

From time to time school may hold “Non-uniform Days”. These may involve individual classes or the whole school.

Non-uniform days may be held;

- As a reward e.g. Class Attendance Award.
- To support a National or Local Charity e.g. Red Nose Day, Children in Need.
- To raise funds for the school.
- To develop curriculum days (e.g. St George’s Day, World Book Day, Roald Dahl Day etc)

Children are not obliged to wear anything other than their school uniform on these days but are welcome to join in the fun (most children do). These occasions are not meant to cause any additional financial burden to parents, in terms of buying specific clothes or costumes.

We would still expect our pupils to maintain standards of respectability in their dress in line with our school ethos.

## **Lost Property**

**The school accepts no responsibility for lost items.** All uniform must be labelled clearly with a child’s full name and class. Pupils are encouraged to take responsibility for their own belongings.

**The school does not have a lost property box.** Any member of our school community will endeavour to find the owner of a lost item, however this is extremely difficult for ‘un-named’ items.

**PARENTS MUST** label all uniform items and check that labelling is still visible on a regular basis. School staff will support parents with this and may direct children to name items, or indeed do so for them. Any parent who does not require the school to do so should make this known at the start of the school year.

## **The Role of Our Children**

Our Pupils will:

- Wear their school uniform when attending school, representing the school, or when participating in a school-organised event outside normal school hours.
- Wear their uniform with pride.
- Try to keep their uniform clean and tidy.
- Remember to bring kit on the correct days.
- Make sure they follow or uniform dos and don’ts

## **The Role Of Parents**

We ask all parents who send their children to our school to sign a Home/School Agreement supporting the school uniform and appearance policy. We believe that parents have a duty to send their children to school correctly dressed and ready for their daily schoolwork.

Parents should;

- ensure that their child has the correct uniform and wears it
- ensure that it is clean and in good repair.
- ensure that all items are correctly labelled
- ensure their child/children do not present to school in such a way that goes against the school appearance policy

## **The Role Of Governors**

The Governing Body:

- supports the headteacher in implementing the school uniform and appearance policy.
- It considers all representations from parents regarding this policy
- liaises with the headteacher to ensure that the policy is implemented fairly and with sensitivity.

It is the governors' responsibility to ensure that the school uniform meets all national regulations concerning equal opportunities, and that our school uniform and appearance policy is consistent with our policy on equal opportunities.

Governors ensure that the school uniform and appearance policy helps children to dress sensibly, in clothing that is hardwearing, safe and practical.

## **The Role Of The Head Teacher**

The Head Teacher will give due consideration to circumstances surrounding any pupil's non-compliance with the school's uniform and appearance policy.

The Head Teacher can discipline a pupil for breach of the school's uniform and appearance policy. Where a pupil repeatedly refuses to comply with the school's uniform and appearance policy, even if they do not otherwise display poor behaviour, exclusion may be used as an appropriate response.

The Head Teacher may ask a parent to remove their child from school briefly to remedy a breach of the school's rules on uniform or appearance. This should be for no longer than is necessary to remedy the breach. This is not exclusion but an authorised absence. However, if the pupil continues to breach uniform rules in such a way as to be sent home to avoid school, or takes longer than is strictly necessary to effect the change, the pupil's absence may be counted as unauthorised absence.

When making this decision, the child's age, vulnerability, how easily and quickly the breach can be remedied and the availability of the parent will be considered.

If a pupil repeatedly infringes the school's rules on uniform or appearance, this may constitute a disciplinary offence and may be grounds for exclusion.

Where a hairstyle, due to its nature cannot be modified, the pupil will be withdrawn from all social areas of the school (e.g. playground) until the hair is an acceptable length or the colour has been modified. Pupils will be unable to represent the school at any special events or activities during this time.

The application of these sanctions ensures that pupils' learning is not affected whilst enabling the school to implement the policy in a fair and consistent manner.

A parent/carer of any pupil with a genuine reason for not wearing an item of uniform must inform the school outlining the reason and agree a date when the pupil will be wearing the correct uniform.

If no communication is received any pupil who is deemed to not be following the uniform and presentation policy, will be asked to rectify the problem immediately. This may involve the school providing suitable clothing

or footwear, or may require the child to remove something e.g. the washing off of make-up, or the removal of headwear and pupils will be reminded of the uniform and appearance code (policy)

Periodic uniform checks will be carried out. If a child's uniform does not meet the standards outlined in this policy, parents will be informed by letter which will detail the issue that has arisen. Parents will be given the opportunity to rectify the matter within an agreed time scale, normally within the week, and there will then be a second check a few days later. An example of the letter to be sent can be found in the appendix.

If the issue is not resolved then the parent will be asked to meet with the Headteacher or a member of the senior management team to discuss breaches in the policy. A school Governor may attend this meeting too.

Pupils who choose not to follow the uniform and appearance policy will be dealt with in accordance with the social inclusion policy.

Pupils who follow the policy are rewarded regularly.

### **The Role of Staff**

The staff will:

- Support the headteacher in maintaining high standards of uniform dress and inform the senior management team immediately when pupils do not follow the Uniform and Appearance Policy
- Provide role models in the wearing of appropriate clothing.
- Make discrete and sympathetic enquiries when children fail to wear school uniform.
- Be aware of children whose standard of dress may indicate care issues at home and report concerns to the appropriate persons (see Child Protection Policy).
- Give positive encouragement to children setting good examples of dress.

### **Human Rights**

It may be possible for many religious requirements to be met within a school uniform and appearance policy. It is our intention to act reasonably in accommodating religious requirements, however, the freedom to manifest a religion or belief does not mean that an individual has the right to manifest their religion at any time, in any place, or in any particular manner. The Human Rights Act justifies interference with pupils' rights on grounds of health and safety, and the protection of the rights and freedoms of others.

In fulfilling our obligations, we balance the rights of the individual pupil against the best interests of the school community as a whole. In some situations we may consider that we have good reason to restrict the individual's freedom, for example to promote cohesion and good order, to prevent bullying, or due to genuine concerns for health and safety.

### **Equality and Discrimination Issues**

In formulating our Uniform and Appearance Policy we have considered our obligations not to discriminate on grounds of sex, race, disability and religion. This policy has been written in conjunction with our Equality policy.

### **Help with Cost**

If any parent/carers cannot provide their child with school uniform because they cannot afford it financial help may be available. School uniform may include clothes for P.E. The parent/carer should initially talk (in confidence) with the Headteacher. (see also [www.gov.uk/help-school-clothing-costs](http://www.gov.uk/help-school-clothing-costs)).

### **Amendments to Uniform**

The Governing Body implements the school uniform policy. If any parent would like to suggest practical changes to the school uniform they should initially speak to the headteacher. Any suggestions receiving popular support will be represented to the Governing Body for their discussion. The day-to-day implementation of school uniform lies with the Headteacher

## **Monitoring and Review**

When monitoring this policy, through its committee work, the governing body will:

- seek the views of parents, to be sure that they agree with the policy, and support it;
- consider with the headteacher any requests from parents for individual children to have special dispensations;
- require the headteacher to report to the governors on the way in which the policy is being implemented.

Dear Parent/Carer,

We have noticed that your child.....was not following our Uniform and Appearance policy in school today.

The following was creating an issue;

Jumper	Skirt	Hairstyle	Nail varnish
Trousers	Inappropriate Footwear	Make-up	False/nail extensions
Jewellery	PE Kit	Other	

I am sure you will appreciate the many advantages of wearing school uniform as listed in our School Uniform and Appearance Policy both for you and your child in school.

As our policy states:

**We believe that the wearing of a school uniform;**

- instils pride and encourages identity with our school ethos
- supports effective learning and teaching
- promotes the health, safety and well-being of pupils
- support positive behaviour, attitudes and discipline
- ensures the inclusion of all pupils regardless of gender, race or religion
- protects pupils from social pressure and harassment
- discourage dress and appearance that encourages anti-social or 'gang' behaviour
- provide an affordable, practical dress code for all families

We would therefore be very grateful if you could make sure that your child is dressed appropriately every school day.

If there is some problem preventing you from ensuring your child wears school uniform please do not hesitate to contact school to make an appointment to discuss the situation.

We would hope to be of help in supporting you and your child in fulfilling our requirements.

Thank you for your support in this matter.

Yours faithfully