



# ELMRIDGE PRIMARY SCHOOL

## UNIFORM POLICY

Policy Version			
Date	Document Version	Document Revision History	Document Author/Reviser
18/4/16	1	New document	J Appleyard
15/9/16	2	Reviewed at the beginning of the new academic year	M Edmundson

This policy will be reviewed every 12 months in light of local and Government legislation.

The Dunham Trust believes it makes a significant contribution in transforming children's life chances. Our aim and commitment is to transform schools into sustainable learning academy communities.

*"We aim to ensure that, for everyone involved, excellence and equity become and remain a reality"*

*"They come this way only once so we should litter their pathways with quality experiences"*

We believe that we are able to help our academies and their young people to aspire to and achieve success. To do this, we are committed to ensuring that every child and young person has a pathway to succeed that:

- gives the best possible start in life
- equips with creativity, spirit and confidence
- enables individuals to appreciate life and equip for further learning
- supports the child in becoming a responsible citizen
- ensures continued success in his/her future and contributes to the local community

Our aims for 'Improvement' are designed to ensure all academies are consistently benchmarked against key improvement priorities. This framework will ensure effective progress across the Trust, whilst at the same time, leaving space for autonomy at the school level. It will:

- focus efforts on what really matters, i.e. our vision, principles and commitment to the children, young people, families and communities that we serve.
- provide a flexible approach to improvement that meets the needs of each Academy. This will involve a commitment to immediate improvement in each individual context, professional development and a collaborative approach that engages with improvement projects designed to build capacity, an approach that is responsive, reflective and sustainable.
- focus on outcomes, understanding that these are not negotiable. We are committed to a no-excuses culture. In achieving these outcomes, all will focus on individual responsibility and collective accountability for success

The Trust has a responsibility to ensure the success of each academy by allowing every pupil to maximise his/her potential. As an academy sponsor there will be an expectation for joint working across individual academies. The Trust is committed to high quality academy improvement activity, networking and development and research. Equally, the promotion of sport, outdoor education and the creative arts will be important in the development of pupil self-esteem and building learning skills.

We believe this policy relates to the following legislation:

- Health and Safety at Work Act 1974
- Education Reform Act 1988
- Education Act 1996
- School Standards and Framework Act 1998
- Human Rights Act 1998
- Learning and Skills Act 2000
- Special Educational Needs and Disability Act 2001
- Equality Act 2010
- Education Act 2011

The following documentation is also related to this policy:

- School Uniform in Multiracial Schools (NFER)
- School Uniform Guidance (DfE)

We have decided, after consultation with parents/carers, pupils, school personnel, community groups and the Local Authority, to have a school uniform for pupils as we feel it plays an important part in supporting positive behaviour and discipline, developing the ethos of the school and supporting teaching and learning.

We acknowledge that we have an obligation under the Human Rights Act 1998 to protect and to accommodate the rights of individuals to display their religious or cultural dress. Any request based on social or cultural grounds for pupils to wear other items of clothing, other than or in addition to the specified school uniform, will be considered.

We believe we have a moral duty to keep costs low for parents as we realise they do not have an endless pot of cash for new school clothing. Therefore, we will ensure that our school uniform is affordable, provides best value and that it will be sustainably sourced.

We will consult with parents/carers, pupils, school personnel, community groups, local religious leaders and the Local Authority in order to gauge their views regarding any changes to the present school uniform. Parents and pupils will be informed well in advance of any changes to this policy coming into effect.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

## **Aims**

- To ensure pupils wear school uniform in order to support positive behaviour and discipline, to develop the school ethos and to support effective teaching and learning.
- To work with other schools and the local authority to share good practice in order to improve this policy.

## **Responsibility for the Policy and Procedure**

## **Role of the Governing Body**

The Governing Body has:

- delegated to the Head of School the responsibility of implementing and maintaining this policy;
- delegated powers and responsibilities to the Head of School to ensure all school personnel and visitors to the school are aware of and comply with this policy;
- responsibility for ensuring that the school complies with all equalities legislation;
- nominated a designated Equalities governor to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- the responsibility of involving the School Council in the development, approval, implementation and review of this policy;
- make effective use of relevant research and information to improve this policy;

- nominated a link governor to visit the school regularly, to liaise with the Headteacher and to report back to the Governing Body;
- responsibility for the effective implementation, monitoring and evaluation of this policy

### **Role of the Executive Principal, Head of School**

The Head of school will:

- delegate responsibility on its endorsement to the Senior Leadership Team;
- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- ask all staff to report any pupil who does not comply with this policy;
- impose sanctions for non compliance with school uniform;
- write to parents of pupils abusing this policy asking for their support before any further sanctions are imposed
- process any complaints received in the appropriate way as stated in the school's complaints policy;
- report to the Governing Body the number of pupils who abuse this policy;
- make effective use of relevant research and information to improve this policy;
- work closely with the link governor and coordinator;
- provide leadership and vision in respect of equality;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;
- annually report to the Governing Body on the success and development of this policy

### **Role of the Nominated Governor**

The Nominated Governor will:

- work closely with the Head of School and the coordinator;
- ensure this policy and other linked policies are up to date;
- ensure that everyone connected with the school is aware of this policy;
- attend training related to this policy;
- report to the Governing Body every term;
- annually report to the Governing Body on the success and development of this policy

### **Role of School Personnel**

School personnel will:

- comply with all aspects of this policy;
- lead by example dressing appropriately in businesslike clothes;
- be of a neat and tidy appearance;
- report any pupil who does not comply with this policy;
- implement the school's equalities policy and schemes;
- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;
- report any concerns they have on any aspect of the school community

### **Role of Pupils**

Pupils will:

- be aware of and comply with this policy by wearing correct uniform;
- be polite and well behaved at all times;
- show consideration to others;
- obey all health and safety regulations in all areas of the school;
- co-sign and abide by the Home School Agreement;

- liaise with the school council about any improvements to this policy;
- take part in questionnaires and surveys

### **Role of the School Council**

The School Council will be involved in:

- determining this policy with the Governing Body;
- discussing improvements to this policy during the school year;
- organising surveys to gauge the thoughts of all pupils;
- reviewing the effectiveness of this policy with the Governing

### **Role of Parents/Carers**

Parents/carers will:

- be aware of and comply with this policy by ensuring their children wear school uniform at all times;
- support the school Code of Conduct and guidance necessary to ensure smooth running of the school;
- be asked to take part periodic surveys conducted by the school.

### **School Uniform specification**

It consists of a bottle green cardigan or pullover with yellow piping, white shirt (boys), white blouse (girls), grey shorts or grey formal trousers (boys), skirt or pinafore (girls) and green/yellow striped tie. White polo shirts are worn in the Reception Class. Formal shoes, not trainers, should be worn, and should be suitable for the school environment. Socks may be black or grey for boys and black, grey or white for girls. Tights may be black, grey or green. Knitwear and ties are purchased from our approved supplier listed on our website.

PE uniform may be purchased from our approved supplier and consists of yellow t-shirt, green shorts/green games skirt. In cooler weather pupils are encouraged to wear a green sweatshirt and green jogging bottoms. A pair of trainers is essential and all PE kit must be kept in a draw string bag. Shin pads are essential for football.

Green blazers with the school badge are optional, and from April until October, the girls wear green and white checked or green and white striped dresses.

From April until the October half term boys may wear white short-sleeved polo shirts which are available from school.

***All items of clothing should be clearly marked with the child's name.***

Subject to certain conditions, girls of Muslim faith may, if their parents express a written wish, be permitted to wear the following variations to school dress:

- (i) Headscarves are only permitted in the school uniform colour of plain green or white material, which is completely free of decoration.
- (ii) In the interests of safety, headscarves should be close fitting, tied securely at the back of the neck and tucked into blouses so that no potentially dangerous ends, corners or folds are left exposed.

NB: Variations in uniform will not be permitted unless, and until, the directors of the trust have given their approval.

### **Hairstyles**

Hairstyles should be appropriate for a school setting. No artificial colour/bleach or temporary extensions/braiding or shaved partings or designs are permitted. Hair styles should avoid extremes of length (e.g. grade 1) including on the sides/back with the hair left longer on top. Long hair should be tied back

## **Jewellery**

As a general rule, the school does not expect children to wear jewellery. A small number of exceptions are permitted:

Only one small single stud earring in each ear is allowed.(this must be covered up when the pupils are doing PE or games)

- Wristwatches may be worn
- Medic alert bracelets and necklaces may be worn and need to be visible.

## **Make-up**

Make up and nail varnish must not be worn in school

## **Sanctions**

We will take appropriate action if any pupil does not adhere to this policy. But first we will discuss with the pupil and the parent the reason why in order to establish a way forward.

Under no circumstance will any pupil be sent home for non-compliance with this policy without first informing the parent.

## **Complaints**

We have in place clear procedures to deal with any complaint made against the school or individuals connected with it. We take any complaint seriously and we deal with them professionally following set procedures. (See Complaints policy)

## **Raising Awareness of this Policy**

We will raise awareness of this policy via:

- the School Handbook/Prospectus
- the school website
- the Staff Handbook
- meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops
- school events
- meetings with school personnel
- communications with home such as weekly newsletters and of end of half term newsletters
- reports such annual report to parents and Headteacher reports to the Governing Body
- information displays in the main school entrance

## **Training**

All school personnel:

- have equal chances of training, career development and promotion
- receive training on this policy on induction which specifically covers:

- All aspects of this policy
- Physical Education
- Swimming
- Educational Visits
- Social Events for Pupils
- Equal opportunities
- Inclusion

- receive periodic training so that they are kept up to date with new information
- receive equal opportunities training on induction in order to improve their understanding of the Equality Act 2010 and its implications

### Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

### Monitoring the Effectiveness of the Policy

Annually (or when the need arises) the effectiveness of this policy will be reviewed by the coordinator, Executive Principal, the Head of School and the nominated governor and the necessary recommendations for improvement will be made to the Governors.

The practical application of this policy will be reviewed annually or when the need arises by the coordinator, the Head of School and the nominated governor.

A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Governing Body for further discussion and endorsement. (See Policy Evaluation)

### Linked Policies

▪ Equality	▪ Health & Safety
▪ Inclusion	▪ Complaints

### Monitoring and review

The implementation of this policy will be monitored by the Heads of School, who will make an annual report to the Local Governing Body of that school.

### Approval by The Dunham Trust

Signed: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Review date: \_\_\_\_\_

This policy, signed by a Director on behalf of the Dunham Trust, is held centrally on the One Drive.

**End of policy statement**