



COLLABORATIVE TRUST

# UNIFORM POLICY

## Document Control:

This document has been approved for operation within:	Apex Collaborative Trust		
Status	Statutory		
Owner	Head of Governance		
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Review period	Annually	Version	2

Version	Changes identified

We have updated this policy in line with the DfE's new statutory uniforms guidance. Schools are expected to be compliant with the majority of this guidance by September 2022; however, there are exceptions, including where the school is tied into a contract with a supplier and where a competitive tender must be run to set up a new uniform contract. All schools should be compliant by September 2023 where possible.

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## **Statement of intent**

Apex Collaborative Trust 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
- Education (Guidance about Costs of School Uniforms) Act 2021

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
- Tendering and Procurement Policy

## 2. Roles and responsibilities

The Local School Committee 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.
- Providing pupils with an exemption letter as appropriate, e.g. for a pupil who has a broken arm and requires a loose-fitting top.

Staff members are responsible for:

- Ensuring that pupils dress in accordance with this policy at all times.
- Disciplining pupils who are in breach of 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 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.

### **3. Cost principles**

The trust 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 and PLAC.

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 trust 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 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 uniform' 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 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 suppliers are:

- Hera Schoolwear

14-16 Colne Road, Brierfield, Nelson, BB9 5PH 01282 691451

- Pendle Village Mill

Hollin Bank, Brierfield, Nelson, BB9 5NG 01282 442424

- Shaffi's School Uniform

15 Scotland Road, Nelson, BB9 7UT 01282 617505

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 in the for parents to access; access to these uniforms is available upon request made to the headteacher. Parents are invited to donate their child's uniform when they no longer need it.

## **8. Non-compliance**

Staff members are permitted to discipline pupils for breaching this policy, in accordance with the school's Behaviour Policy. Students will receive a misdemeanour for not adhering to the policy, which may result in an after-school detention.

The headteacher, or a person authorised by the headteacher, is permitted to instruct a pupil to borrow items from the school's spare clothing supply (this is not lost property) if the pupil is breaching the uniform policy. This is non-negotiable. If this is refused then the pupil will be disciplined in accordance with the school's Behaviour Policy

Frequent uniform issues may result in the student being isolated in school until the issue is resolved.

## **9. School uniform**

### **School colours**

Our school colours are as follows:

- Green with yellow braid (blazer)
- Black (trousers)
- Green and grey tartan check (skirt)
- White (shirt)

## Clothing

The school uniform is as follows:

Item	Optional or required	Branding	How to acquire	Cost per item from school supplier
<b>Regular school uniform</b>				
Green blazer with yellow braid and Park High School logo	Required	School logo on blazer pocket	Blazer available from school supplier	£30-£36.00
White shirt	Required	No branding	Available from school supplier and available from regular retailers.	£3.00
Plain black Park High School V-neck jumper with gold stitching around the neckline	Optional	School logo on right-hand side	Available from school supplier	£15.00
Straight leg black trousers, no skinny fit or jean design or green and grey Park High School tartan check pleat skirt (worn between mid-thigh and knee-length with four buttons showing)	Required	No branding	Available from school supplier and trousers available from regular retailers.	Trousers from £8.00 Skirt from £24.00
Plain black, flat shoes. These must not be canvas material, trainers, boots or have a logo	Required	No branding	Available from regular retailers	N/A
Black tie with House coloured logo, worn at an appropriate length with House emblem showing	Required	House logo central on the tie	Available from school supplier and school office	£4.00
Plain white or black socks or tights	Required	No branding	Available from regular retailers	£3.00
Black outdoor coat	Required	No branding	Available from regular retailers	N/A

PE kit				
Black shorts or skort with Park High School logo	Required	School logo on right-hand side	Available from school supplier.	Shorts from £10.00 Skorts from £14.00
Black PE top with Park High School logo	Required	School logo on right-hand side	Available from school supplier.	From £13.00
Plain black football socks	Required	No branding	Available from school supplier and available from regular retailers.	From £4.00
Plain black jogging bottoms or leggings for outdoor PE	Required	No branding	Available from school supplier and available from regular retailers.	From £7.00
Plain black hooded top or jumper for outside wear only	Required	No branding	Available from school supplier and available from regular retailers.	From £10.00

Parents are responsible for ensuring their child brings their PE kit to school when needed.

### Jewellery

Permitted jewellery that may be worn is:

- Students may wear **one pair of matching studs only** in the lobe of each ear. No other piercings are allowed
- Students may also wear a wristwatch, but as with all other permitted jewellery, this may be required to be removed for practical subjects.
- Strictly no other jewellery allowed - students will be required to remove any other jewellery which will be retained by a member of staff for collection by the student at the end of the day.

Jewellery is the responsibility of the pupil and not the school. Lost or damaged items will not be refunded. All jewellery should be removed during practical lessons, including PE lessons and science experiments.

### Make-up

- Make-up, false tan and false eyelashes must not be worn and must be removed if worn in school. Nails must be natural and kept short, with no nail varnish or false nails.
- If removal/amendment of the above is not possible then a student will be placed in isolation until the issue can be rectified

### Hairstyles

- Hair styles and accessories must be appropriate for a professional setting, with no unusual styles, colours, shavings or patterns

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.

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.

## **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:

- Plain white short sleeved shirts
- Sunglasses with UV protection or hats when outside, where possible. These must be removed on entry to the school building.

Pupils are advised not to wear any jumpers during heatwaves. The Senior Leadership Team will make a judgement on the wearing of school blazers when appropriate.

For cold temperatures, this includes wearing:

- Scarfs, gloves, coats and hats when they are outside, which must be removed on entry to the school building.
- Plain black Park High School V-neck jumper with gold stitching around the neckline
- Trousers, or thick tights with skirts.

## **11. Labelling**

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

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

## **12. Monitoring and review**

This policy is reviewed every year by the Senior Leadership Team and Apex

Collaborative Trust.