



# School Uniform Policy and Procedure

<b>This was created and ratified by the Governing Board in:</b>	<b>December 2021</b>
<b>Review Date:</b>	<b>December 2022</b>
<b>Policy Version:</b>	<b>1</b>

## **Legal Framework**

This policy has been constructed in due regard to the following legislation and guidance:

- Education (Guidance about Costs of School Uniforms) Act 2021
- School uniforms: guidance for schools (DfE)
- Equality Act 2010
- Education Act 1996 (sections 449 to 462 set out the law on charging for school activities).

## **Introduction**

The Governors of Thorpe St Andrew School and Sixth Form believe it is important that the school has a prescribed uniform for students. The school believes a uniform plays a key role in:

- promoting the ethos of the school
- providing a sense of belonging and identity
- setting an appropriate tone for education.

By creating a common identity amongst all pupils, regardless of background, a school uniform also acts as a social leveller. It can reduce bullying and peer pressure to wear the latest fashions or other expensive clothes. The school uniform is listed in the Student Dress Code.

The prescribed uniform enables parents to follow clear guidelines. There are no exceptions. Following the guidelines can reduce conflict for parents and avoid the cost of replacing inappropriate items. Students must take full responsibility for wearing the uniform provided for them to school.

## **Costs and Branded items**

Every effort will be made to keep branded items to a minimum, therefore keeping costs low so that parents/carers do not have to think about the cost of our school uniform when choosing to apply to this school.

The school will regularly review the branded items included in the Student Dress Code with the main supplier giving the highest priority to cost and value for money (which includes consideration of the quality and durability of the garments supplied). Any contract with a single supplier will be rendered at least every five years. Details of the main supplier, along with information regarding any tender, can be found on the Student Dress Code.

## **Second Hand Uniform**

The school makes every effort to make second-hand uniforms available for parents/carers to acquire. This process is published on the school's website.

## **Monitoring and Review**

The policy is shared annually with parents and parent/carer and student views are sought.

## **Other support with the cost of school uniforms**

The school has a hardship fund that can be accessed via BEST to support with the cost of uniform if required. The school will also provide vouchers for students that are eligible for the Pupil Premium to support the purchase of school uniform. The school will also provide second hand uniform that has been donated if possible.

### **Student Non-Compliance**

Repeated failure to wear the uniform correctly will be treated as a persistent failure to follow instructions and will be treated as such. This may lead to consequences such as asking an adult at home to bring in appropriate uniform, being sent home to change (with permission from an adult at home) or being placed in the Hub until the uniform is corrected.

In cases where it is suspected that financial hardship has resulted in a student not complying with a school's published uniform policy, the school will be mindful and act to support and resolve this issue by providing the necessary uniform items.

### **Providing Information to Parents**

The Governors shall ensure that the uniform policy is:

- published on the school's website
- available for all parents, including parents of prospective students
- easily understood.

### **Complaints**

Disputes about the cost of school uniforms should be resolved following the school's complaints policy which can be found on our website.

## School Uniform Procedure

Appropriate and compliant school uniform can be purchased from a range of retailers. However, school branded items are only available from the school's main supplier. Items shown in **Gold** are available from the school's main supplier. If there is an alternative generic item this is shown in **Black**.

### Required for Everyday School Wear:

- White formal long-sleeved shirts (short sleeved shirts are also acceptable uniform).
- **Navy pleated skirt, Navy tailored trousers or Navy tailored shorts** / Navy pleated skirt, Navy tailored trousers or Navy tailored shorts (tailored shorts are for the summer term, up until October half term).  
*(Please note that the skirt is available in three lengths).*
- **Thorpe St Andrew School and Sixth Form Navy knitted jumper with School Logo.**
- Plain black socks or tights.
- If Muslim students choose to wear the Hijab, it must be plain white or plain navy in colour.
- **Plain Black Shoes only.** These must be 'polishable' - therefore no suede, canvas or similar are allowed.
- Students must bring appropriate footwear for drama lessons. This can be plimsolls, slipper socks, trainers, dance shoes or pumps. They must be clean and have non-slip soles.
- A plain dark coat or jacket (a hoodie is **not** a coat and therefore not acceptable attire).
- **Thorpe St Andrew School and Sixth Form Tie.**
- **Thorpe St Andrew School and Sixth Form Butcher's Apron** or Apron for technology.

### Required for Physical Education:

- **Thorpe St Andrew School and Sixth Form Tapered Pants, leggings, shorts or skort** or plain black or navy sport leggings, shorts or skort.
- **Thorpe St Andrew School and Sixth Form Polo** or a plain black or navy polo shirt.
- For cooler weather - **Thorpe St Andrew School and Sixth Form mid layer** or a plain black or navy sweatshirt.
- Trainers that are only used for PE.
- Black or navy one-piece swimsuit, swimming trunks or swimming shorts, a swimming hat (white) and a towel.

### Additional items that may also be worn for everyday school wear (optional):

- A plain black or navy belt with a small buckle can be worn.

### Additional items that may also be worn for Physical Education (optional):

- **Thorpe St Andrew School and Sixth Form Sports Socks** or royal blue 'football' sock (to be worn with shorts or skort).

- **Thorpe St Andrew School and Sixth Form Games Jersey** (for Rugby). The purchase of a mouth guard is advised for safety when playing rugby.
- Alternatively, specialist footwear that may be appropriate (e.g. football boots).

School can attend school in their PE kit on the days that they have PE. No changing rooms will be open. Please ensure that all clothing is clearly named.

### Costs

We estimate the cost of one complete school uniform (from new) is likely to be about £120 (this includes an allowance for a school bag). Of this about £28 is for required branded items.

### In addition, we ask that:

- Uniform should be kept smart and clean at all times and worn in a correct business-like manner.
- Hairstyles should not be extreme in either style or colour. All colour should be subtle, this means no pink, green, blue etc.
- Make-up must be subtle and discreet. This includes nails, which should be a plain (no acrylic, gels or long and coloured nail varnish)
- Rings and other jewellery including nose studs are not considered suitable for school.
- Piercings: a maximum of one pair of plain stud earrings (not hoops or other styles) can be worn, facial and other body piercings are potentially dangerous and not permitted. Earrings must be removed for PE, so please think carefully about when you allow ears to be pierced.
- Ear tunnels, stretchers and plugs are not permitted.

### The main school supplier (information)

The main school supplier is:

**Stevensons\*, 67 Ber Street, Norwich, NR1 3AD**

**Email: [norwichbranch@stevensons.co.uk](mailto:norwichbranch@stevensons.co.uk)**

**Phone: 01603 622355**

**Website address: <https://www.stevensons.co.uk/>**

Items can be purchased in store and online. Please see Stevensons website for more details.

*\*Tender awarded in 2020, re-tendering required by 2025 at the latest.*