

# Thorpe St Andrew School and Sixth Form

## School Uniform Policy

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. Read our [Up-to-speed on: Statutory 'Cost of uniforms' Guidance](#) for more information.

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## Statement of intent

Broad Horizons Education Trust (The 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/students, 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/students and is affordable and the best value for money for the school and pupils'/students' families. We believe that pupils/students 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 Trust policies:

- Complaints Procedures Policy
- Behaviour Policy
- LGBTQ+ Policy
- Tendering and Procurement Policy.

### 2. Roles and Responsibilities

The Trust Board delegates to the Local Governance Committee to be responsible for:

- Establishing, in consultation with the headteacher/Principal 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/student by virtue of their protected characteristics or socio-economic status.
- Listening to the opinions and wishes of parents, pupils/students 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/Principal 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/student 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/students with an exemption letter as appropriate, e.g. for a pupil/student who has a broken arm and requires a loose-fitting top.

Staff members are responsible for:

- Ensuring that pupils/students dress in accordance with this policy at all times.
- Disciplining pupils/students who are in breach of this policy.
- Ensuring that pupils/students 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/students are responsible for:

- Wearing the correct uniform at all times, unless the headteacher/principal 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/principal 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 consider the opinions and situations of:

- Economically disadvantaged parents.
- Parents with multiple children who are, or will be in the future, pupils/students 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/students 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/student, 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/students, e.g. year group-specific items or house colours, to a minimum where possible to ensure that pupils/students 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/students, 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/students 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/students 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/students are consulted over any changes to school uniform, and that views and advice is sought specifically from pupils/students, and parents of pupils/students, who:

- Are transgender, including non-binary pupils/students.
- 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/students 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/students are supported to access the uniform that best reflects their gender expression in line with the LGBTQ+ Policy.

The school ensures that pupils/students 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/students 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 Trust's Complaints Procedures Policy.

The school ensures that the needs of pupils/students 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/students 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 Trust'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/carers to arrive at a mutually acceptable outcome.

Local 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 supplier is:

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

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

Phone: 01603 622355

Website: <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.

## **7. Uniform Assistance**

The school has a hardship fund that can be accessed via BEST to support 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.

## 8. Non-Compliance

If a student is not wearing the correct uniform we will offer them a spare item from our stock. The student will be asked to hand over their mobile phone for safekeeping and as a loan guarantee to return the clothing at the end of the day. Repeated failure to wear the uniform correctly or a refusal to comply with this policy will be treated as a persistent failure to meet our expectations 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.

## 9. School Uniform

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:

- Personalised Photo-ID Lanyard
- 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. *(Please note that the skirt is available in three lengths).*
- **Thorpe St Andrew School and Sixth Form Navy knitted jumper with School Logo**. (No other jumper is acceptable).
- Plain black or white socks or tights.
- Plain Black Shoes only. These must be 'polishable' - therefore no suede, canvas or similar are allowed. No white soles or logos.
- Students must bring appropriate footwear for drama lessons. These can be grippy socks or dance shoes. If for medical reasons trainers must be worn, they are to be clean and have non-slip soles and a note will be required.
- 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.

### Religious Dress Code

- Hindu students are permitted to show Tilak markings.

- Jewish students may wear a kippah, it must be plain white or plain navy in colour.
- Muslim students may wear the Hijab, it must be plain white or plain navy in colour.
- Sikh students are permitted to wear pagri/turbans if worn must be plain white or navy in colour. Kara bracelets are permitted.
- Religious necklaces may be worn but must be tucked inside shirts and removed for PE.

If you have any further questions not covered above, please contact the school for further clarification.

#### **Required for Physical Education:**

- **Thorpe St Andrew School and Sixth Form Tapered Pants, leggings, shorts or skort** or plain navy sport leggings, jogging bottoms, shorts or skort. **Cycling shorts or short shorts are not allowed.**
- **Thorpe St Andrew School and Sixth Form Polo** or a plain navy polo shirt.
- For cooler weather - **Thorpe St Andrew School and Sixth Form mid layer** or a plain navy sweatshirt.
- Trainers that are only used for PE.
- Plain one-piece swimsuit, swimming trunks or swimming shorts, a swimming hat 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.
- White long sleeve base layer.

#### **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).

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 colours should be subtle, this means no pink, green, blue etc.
- Make-up must be subtle and discreet, false eyelashes are not permitted.
- Nails should be kept short for health and safety. Coloured nail polish is not permitted, nails must be natural in colour.
- Rings and other jewellery are not considered suitable for school.
- A maximum of one pair of plain small stud earrings (not hoops or other styles), small nose stud may be worn but facial and other body piercings are potentially dangerous and not permitted. Earrings and nose studs must be removed for PE (please think carefully about when you allow ears to be pierced).
- Ear tunnels, stretchers and plugs are not permitted.

## **10. Monitoring and review**

This policy is reviewed **annually**.