

### **Statement of Intent**

Levens CE Primary School is committed to promoting equality and value for money and to ensuring that no child is discriminated against due to their religion or belief, economic circumstances or social and cultural background. This policy contains provisions to meet these objectives and has been created with health and safety, value for money and practicality at its heart.

Additionally, it is important that our pupils feel a sense of belonging to our school. We believe that wearing a smart and practical uniform allows all children, regardless of their backgrounds, to feel equal to their peers and confident in their appearance.

We also believe it is important for children to wear clothing that is conducive to a successful learning environment, including activity-appropriate clothing, such as sports attire.

### **Legal Framework**

This policy has due regard to all legislation including, but not limited to, the following:

- Education and Inspections Act 2006
- Education Act 2011
- Human Rights Act 1998
- Equality Act 2010
- The General Data Protection Regulation
- Data Protection Act 2018

This policy also has due regard to all relevant guidance including, but not limited to, the following:

- DfE (2014) 'School Admissions Code'
- DfE (2013) 'School Uniform'
- DfE (2021) 'Costs of School Uniforms'

### **Roles and Responsibilities**

The Governing Board is responsible for:

- In consultation with the Headteacher and school community, establishing a practical and smart school uniform that accurately reflects the school's vision and values.
- Ensuring that equal opportunities are considered regarding the school's uniform and that no person is discriminated against.
- Listening to the opinions and wishes of parents/carers, pupils and the wider school community regarding changes to the school's uniform.
- Ensuring that the school's uniform is accessible and affordable.
- Ensuring that the school's uniform is practical, comfortable and easy care.
- Ensuring that the principles of best value and quality are balanced to deliver a uniform that is affordable for families
- Ensuring that logoed items are kept to a minimum
- Ensuring that core uniform items are readily available in the general market place from suppliers such as supermarkets.
- Ensuring that arrangements are in place for the regular sale of second-hand items at a minimal cost.
- Ensuring that the school undertakes a tender process at least every 5 years
- Ensuring that school leaders engage regularly with suppliers, parents and other stakeholders with relation to cost and quality of uniform

- Ensuring that consideration of the total cost of uniform is undertaken and that no family is deterred from attending Levens School due to the cost of a school uniform.

The Head Teacher is responsible for:

- Enforcing the school's uniform on a day-to-day basis.
- Ensuring that school staff understand this policy and know what to do if a pupil is in breach of the policy.
- Listening to the opinions and wishes of the school community regarding the school's uniform and making appropriate recommendations to the Governing Board.
- Providing pupils with exemptions as appropriate e.g. for a pupil who has a broken arm and requires a loose-fitting top.
- Ensuring that staff and other adults in school act as role models and dress appropriately.

Teaching and support staff are responsible for:

- Ensuring that they take personal responsibility to act as role models, dressing in accordance with the professional expectations outlined in staff behaviour and conduct policies at all times.
- Ensuring pupils dress in accordance with this policy at all times.
- Taking appropriate action when pupils are in breach of this policy.
- Ensuring that pupils understand why having a consistent and practical school uniform is important e.g. to establish school identity.

Parents/carers are responsible for:

- Providing their children with the correct school uniform as detailed in this policy.
- Informing the Head Teacher 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 Head Teacher has granted an exemption.
- Looking after their uniform as appropriate.
- Respecting why a school uniform is important to the school e.g. to develop a sense of belonging.

### **Cost and Availability**

In accordance with the School Admissions Code, Levens CE School ensures that the School Uniform Policy does not discourage parents/carers from applying for a place for their child. 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 may work with multiple suppliers to obtain the best value for money possible. Any savings negotiated are passed to parents where possible. The school does not specifically enter into exclusive single supplier contracts and tenders on at least a 5 yearly basis. The school does not amend uniform requirements regularly and takes the views of parents/carers and pupils into account when considering changes to school uniforms. Where changes are required, the school ensures that assistance is provided to parents/carers struggling to meet the associated costs.

## **Religious Clothing / Ceremonial Wear**

Some religions and beliefs require their members to conform to a specific dress code. The school does not discriminate against any religion or belief; however, the school weighs the needs and rights of individual pupils against the health and safety concerns of the entire school community.

Levens CE School endeavours to allow religious requirements to be met, wherever possible. Please make an appointment with the Head / Deputy to discuss the policy and to make any requests for religion specific wear to be worn in school.

Parents'/carers' concerns and requests regarding religious clothing are dealt with on a case-by case basis by the Head Teacher and Governing Board. This is always conducted in accordance with the school's Complaints Policy.

## **Equality**

The school is required to ensure that this policy does not discriminate unlawfully. Every step has been taken to ensure that the cost of similar uniform items, for example, trousers versus skirts, are not disproportionate. The school endeavours to ensure that our uniform is as gender neutral and inclusive as possible. We do not insist that children of any sex must wear specific items of clothing.

## **Complaints and Challenges**

The school endeavours to resolve all uniform complaints and challenges locally and informally, in accordance with the school's Complaints Policy. To make a complaint, parents/carers should refer to the Complaints Policy and follow the stipulations outlined. When a complaint is received, the school works with parents/carers 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.

## **School Uniform Supplier**

Our school uniform suppliers are: Coniston Corporate Embroidery Ltd, The Squash Court, Coniston LA21 8AE

## **Non-Compliance**

On rare occasions, for example, if slogans on clothing are offensive, the Head Teacher and/or Deputy Head Teacher are permitted to ask a pupil to take off the clothing, such as a sweatshirt / jumper. In the event that they cannot take the clothing off, parents/carers will be contacted and they will be asked to bring in more suitable uniform/clothing.

On other occasions, for example, if a child is wearing inappropriate footwear, teaching and/or support staff will inform parents/carers by telephone or in-person. If a child requires an item of uniform for a specific activity and no spare clothing is available in school, for example, outdoor learning, parents/carers may be asked to bring the item into school.

Individual family circumstances will be considered in the event that a child is not wearing the correct uniform. However, in accordance with our Safeguarding and Child Protection Policy, these should be recorded using our electronic recording system (CPOMs) where appropriate.

Sanctions for breaches of this policy are a last resort: the school endeavours to work with families to resolve breaches of this policy in a timely manner.

## **Our Uniform**

The school endeavours to ensure that our uniform is as gender neutral as possible.

The uniform is as follows:

- Royal blue sweatshirt or royal blue cardigan with the school logo
- White/pale blue polo shirt
- Grey or black trousers or shorts (joggers can be worn in Nursery)
- Grey or black skirt (in summer, a blue and white summer dress may be worn)
- Black, sensible shoes (not trainers)
- Grey, black or white socks
- Grey or black tights
- Royal blue book bag with the school logo – in Classes 1,2 and 3

Trainers, open-toed sandals and large, thick boots are not considered suitable footwear for school. High heels are not permitted: sensible, plain black shoes must be worn by both boys and girls. Black jeans and leggings are not permitted in day-to-day uniform. All items of clothing and footwear must be labelled with the pupil's name.

## **Our PE Kit**

Children are asked to have their PE kit in school every day. Pupils in Early Years may be asked to come into school on the day of their PE lesson wearing their PE kit. They can wear it for the full school day. Parents/carers are responsible for ensuring their child is dressed appropriately for PE.

The PE kit is as follows:

- Pale blue T-shirt with the school logo
- Pale blue sports hoodie with the school logo
- Plain black/dark blue tracksuit bottoms or leggings
- Plain black/dark blue shorts (in summer or indoor sessions)
- Plain, suitable trainers or black pumps
- PE Bag (with or without school logo)

The PE Kit of shorts, T-shirt and named bag, along with the PE hoodie, is available to purchase either as a package or separately from our suppliers. All items of clothing and footwear must be labelled with the pupil's name.

## **Outdoor Learning and Trip Clothing**

Children may be asked to come into school on the day of their trip or outdoor session wearing specific advised clothing. Parents/carers will be informed about requirements via a trip letter or a newsletter. The aim of the change being to ensure that children are best dressed for their experience and to protect uniform. Staff may ask for usual uniform to be brought in for them to change into as children may get muddy and/or wet.

## **Jewellery**

The only permitted jewellery that may be worn is:

- One pair of stud earrings (no other piercings are permitted)
- A sensible wristwatch (not a smartwatch)

Jewellery is the responsibility of the pupil and not the school. Lost or damaged items will not be refunded.

All jewellery must be removed during practical lessons, for example, PE lessons / swimming lessons. If children cannot remove their own earrings, then this should be done at home on the day of PE. New piercings should be avoided during term time: school recommends that these should only be arranged at the start of the summer holidays.

### **Water Bottle**

All children should bring a basic water bottle into school every day that must only contain water. These can be refilled by children whenever necessary during the day. Water bottles must be labelled with the pupil's name.

### **Hair Styles**

Hairstyles should be smart and moderate in style. Brightly coloured hair is not permitted. Long hair should be tied up. This is to avoid health and safety risks, ensure that children's vision is not impeded and reduce the risk of head lice. Large, excessive hair accessories should not be worn; however, small hair clips or plain headbands are acceptable. Hair extensions are not permitted.

At the Head Teacher's discretion, there may be exceptions to the above in extreme circumstances e.g. a pupil may be permitted to cover their hair if they have hair loss / illness etc.

### **Make-Up**

False nails and nail extensions are not permitted. Children are not allowed to wear make-up or nail varnish. Pupils wearing make-up are required to remove it or, if appropriate, will be sent home to remove it.

At the Head Teacher's discretion, there may be exceptions to the above in extreme circumstances e.g. a pupil may be permitted to cover heavy scarring/skin damage.

### **Adverse Weather**

#### **Hot Weather**

Everyone working at/attending the school during hot weather conditions is required to wear sun-safe clothing that covers as much of their skin as possible.

This includes wearing:

- Loose fitting tops with collars or covered necklines
- Tops that cover the shoulder area
- Grey or black shorts or pale blue and white summer dresses of an appropriate length (if families wish to)
- Sun-safe hats
- Sunglasses with UV protection
- Sunscreen (children should be able to apply this themselves and it must be labelled and handed to the child's class teacher)

During hot weather, lightweight clothing is required to reduce the risk of overheating. Pupils are not required to wear their jumpers/cardigans during heatwaves. If outside during break and lunch times, pupils not wearing sun-safe clothing/sunscreen are advised to stay in an area protected from the sun.

## Cold Weather

During cold weather, pupils are required to wear scarves, gloves, coats and hats when they are outside. All items should be named. Additional layers underneath the usual school uniform are accepted. Where possible, pupils not wearing warm clothing are provided with spare clothing if going outside during break and lunch times.

## Labelling

School staff encourage good organisation of clothing and footwear, for example, designated spaces for children to keep belongings in and checking of labels. However, all pupils' clothing and footwear must be clearly labelled with their name. Clothing and footwear are the responsibility of the pupil and not the school.

If a child goes home in another child's clothing by accident, for example, their jumper, parents/carers should send the clothing not belonging to them back into school to their child's class teacher.

Any lost clothing should be advised to the staff at the beginning or the end of the day.

This Policy is approved by Suzan Bishop, Chair of Governors, and will be ratified by the Board at their Meeting on 22.09.2022.

Signed                      S Bishop  
(Chair of Governors – S Bishop)

Date 30.08.22

Ratified by the Board of Governors of Levens CE School

Signed S Bishop (Chair of Governors    Date 22<sup>nd</sup> September 2022

This Policy to be reviewed in Autumn 2025 (routinely every three years or earlier if there is significant change).