

# UNIFORM POLICY



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<b>ATTACHED COMMITTEE:</b>	FGB

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## 1 INTRODUCTION

The school uniform plays a valuable role in contributing to the ethos of a school and setting an appropriate tone.

The purpose of this guidance is to support the development of a School Uniform Policy which is sensitive to the needs of and beliefs of the whole community. Schools must act fairly and reasonably, bearing in mind their duties under the Human Rights Act 1998 and Equality Act 2010.

At The Buckingham School, we believe that having a uniform is important (see below) and that it must be worn correctly. We are committed to creating successful learners, confident individuals and responsible citizens and, thereby, a positive and corporate image of the school and all who work here.

Furthermore, being at school is not leisure time; it is work time and, therefore, a uniform or dress code (for 6<sup>th</sup> Form) reflects this status. The school intends to prepare its students for the world of work and following an acceptable dress code is part of this.

The rules on school uniform are clear and are explained in detail before and when students join the school. They are part of the Home School Agreement and are published in a number of places including the school website.

## 2 AIMS

The principle underpinning our uniform policy is that:

**We will ensure that no apparel of any description will be allowed which in the opinion of the Headteacher and the Governing Body would impede the need for teachers and students to relate well together and communicate effectively.**

Our policy on school uniform is based on the notion that school uniform:

- Promotes a sense of pride in the school in line with our ethos;
- Creates a positive image for our school when worn correctly;
- Engenders a sense of community and belonging towards the school;
- Supports positive behaviour and discipline;
- Is practical and smart;
- Identifies the student with the school and encourages identity with the school in a positive manner;
- Prevents students from coming to school in fashion or 'designer' label clothes that could be distracting in class or create a sense of competition;
- In addition, the standardisation of uniform for all students ensures equality and prevents students feeling inferior if they do not have the 'right' label and therefore reduces potential for bullying.
- Makes students feel equal to their peers in terms of appearance and helps nurture cohesion between different groups of students;
- Is regarded as suitable wear for school and good value for money by most parents;
- Is designed with health and safety in mind;
- Supports effective teaching and learning;
- Teaches our students that many professions require a standard of dress, if not, a particular uniform. Thus, we are preparing our students for issues they may face in their future employment

### 3 UNIFORM DEVELOPMENT

The Buckingham School uniform, refreshed in September 2022, has been developed following consultation with the voice of stakeholders, including student voice and a family survey. In addition, the students were shown prospective uniform items during assemblies.

The following factors are considered to be important

a) **Cost**

Uniform must be affordable and easily available and must not act as a barrier to parents when choosing our school. The compulsory items of the new uniform are significantly cheaper than our previous uniform, and cheaper than national average costs.

The school will try to support families in financial difficulty. This may be in applying for a uniform grant from the local authority (if available) or direct support in the purchase of new or nearly new items. Please contact [finance@buckinghamschool.org](mailto:finance@buckinghamschool.org)

b) **Quality**

In the selection process for supplier, Uniform Direct, now our preferred supplier, were able to show us an extensive range of high-quality sample items. They also demonstrated their measures to ensure customer care, including free returns and a customer helpline.

c) **“The Business of Learning”**

The Buckingham School wants students to be ready for their future career in the working world and believe a professional dress code is the beginning of this. Staff are expected to model what the school expects of the students.

d) **Physical Education**

The Buckingham School sports uniform plays a significant role in reinforcing the importance of overall uniform standards. We would like all of our students to enjoy sport and would not want PE uniform to be a barrier to participation and enjoyment.

e) **Gender Neutral**

The uniform must be accessible and comfortable for all genders, so they are not in fear of judgement by others. As such, there is no assumption that certain uniform items must be worn by particular groups of students.

#### **4 MONITORING UNIFORM STANDARDS**

The vast majority of the students already wear the correct uniform every day. It is important, however, that it is also worn correctly.

We want to have positive interactions with students and, therefore, all students need to comply with the uniform expectations rather than use it as a means of creating negative conversations or potentially difficult situations of discipline.

It is the responsibility of all staff to reinforce and reward good and excellent standards of dress and to ensure that students rectify any uniform breaches.

Where a student repeatedly refuses to comply with school Uniform Policy:

- Even if they do not otherwise display poor behaviour, this behaviour would be dealt with under the school's Behaviour Policy
- The Headteacher or a person authorised by the Headteacher may ask a student to go home briefly to remedy a breach of the school's rules on appearance or uniform. This must be for no longer than is necessary to remedy the breach. This is not an exclusion, but an authorised absence. In all such cases, this will only take place with the agreement of parents
- If the student then repeatedly infringes the school's rules on uniform or appearance, this will be considered a disciplinary matter
- In any case, where a student is not adhering to school Uniform Policy, staff will be considerate and discreetly try to establish why
- If their uniform has been lost, stolen or damaged, the school may lend spares while this is rectified

See Appendix 3: Procedures for dealing with uniform issues

The school will try to support families in financial difficulty. This may be in applying for a uniform grant from the local authority (if available) or direct support in the purchase of new or nearly new items. Please contact [finance@buckinghamschool.org](mailto:finance@buckinghamschool.org)

#### **5 THE ROLE OF PARENTS AND CARERS**

We expect all parents who send their children to our school to support the school Uniform Policy or Sixth Form dress code.

We believe that parents have a duty to send their children to school correctly dressed and ready for their daily schoolwork and for their PE lessons. In addition, parents must support the school in ensuring that students represent the school with dignity and respect whilst in the community and act as ambassadors for the school whilst in the uniform.

Where items of uniform are not purchased from Uniform Direct, it is the responsibility of the parents or carers to ensure that these are the same as the items available from this supplier.

The Buckingham School must have regard to its obligations under the Human Rights Act 1998 and the Equality Act 2010). If any parent would like the school to modify the Uniform Policy, they should make representation in the first instance to the Headteacher. The school welcomes children from all backgrounds and faith communities. If there are serious reasons, e.g. on religious or medical grounds, why parents want their child to wear clothes that differ from the school uniform, the school will look sympathetically at such requests.

## **6 THE ROLE OF STUDENTS**

Students in Years 7-11 have a responsibility to ensure that they are in the correct uniform and to wear it in the appropriate manner.

Students in Years 12-14 have a responsibility to ensure that they adhere to the Sixth Form dress code and to wear it in the appropriate manner (see separate Sixth Form Handbook).

Students who fail to accept these standards will be assumed to be indicating that they are not accepting the standards of conduct expected at the school and will be dealt with in accordance with the school's behaviour policies.

Students are expected to arrive at the school site, and to leave the school site, in full school uniform. The school hopes that students would want to showcase their pride in their school by maintaining high uniform standards in the community.

## **7 THE ROLE OF STAFF**

All staff have responsibility to ensure that students are dressed according to school uniform / Sixth Form dress code expectations and to check their form groups and classes are dressed appropriately at all times: in lessons, registration, assemblies and generally around school.

If, at any time of the school day, any member of staff encounters a student who is incorrectly dressed, this must be challenged. If the issue cannot be addressed by adjustment, the student must be sent to The Hub, who will contact home.

Tutors monitor compliance with expectations such as uniform on a weekly basis. They will identify students of concern where Heads of Year (HOYs) should intervene, following tutor actions to remedy any breaches.

It is the responsibility of all leaders to monitor uniform and dress standards and also support staff in applying the behaviour and discipline policies where a persistent problem occurs.

It is also imperative that staff model the uniform expectations themselves by dressing professionally and ensuring they have the highest expectations of themselves as well as their students.

See Appendix 3: Procedures for dealing with uniform issues

## **8 THE ROLE OF THE GOVERNING BODY**

The Governing Body (GB) supports the Headteacher in implementing the school Uniform Policy. They also promote the purpose of uniform allowing the school to make amendments to its current uniform policy as it sees fit and understands this is under constant review. It considers all representations from parents regarding the Uniform Policy and liaises with the Headteacher to ensure that the policy is implemented fairly and with sensitivity.

It is the Governors' responsibility to ensure that the school uniform meets all regulations concerning equal opportunities.

The Governing Body ensure that the school Uniform Policy helps students to dress sensibly in clothing that is hardwearing, safe and practical.

## **9 MONITORING AND REVIEW OF THIS POLICY**

The Governing Body monitors and reviews the school Uniform Policy through its committee work by:

- Seeking the views of parents to ensure that they agree with and support the policy;
- Seeking the views of students through the work of the student council in consulting on and agreeing modifications to uniform and expectations to ensure that the student body has a feeling of pride and ownership over its uniform;
- Considering, with the Headteacher, any requests from parents for individual children to have special dispensation with regard to school uniform;
- Requiring the Headteacher to report to the Governing Body on the way the school uniform policy is implemented.

	<b>Do wear:</b>		<b>Don't wear:</b>
✓	Black blazer with School badge on top left pocket Must be worn at all times, although can be removed during breaks	✗	The blazer with sleeves rolled/turned up
✓	White school shirt, buttoned up to the neck and tucked in Can be short or long sleeved	✗	An open neck shirt A polo shirt or t-shirt An exposed midriff
✓	Either: Black tailored trousers worn to the waist and reaching the ankle but not past the heel of the shoe	✗	Skinny fit jeans style, chinos or skin-tight trousers Trousers low on the hips so the waistband of an under-layer is visible, for example, tracksuit bottoms
✓	Or: Black pleated skirt The skirt must touch the middle of the knee	✗	Other designs of skirt, eg pencil, A-line Skirts shorter or longer than the specified length Skirts must not be rolled up at the waist
✓	Black polished leather/leather-look shoes	✗	High heeled shoes Trainers/pumps/sports-style shoes even if they are leather/leather-look Canvas-style shoes/boots
✓	School tie in your House colour	✗	Tie inappropriately tied; the School badge must be visible
✓	Plain black socks or plain black tights • Socks worn with skirts must be ankle or calf length	✗	Patterned tights or ripped tights Coloured, white or patterned socks Trainer socks
✓	Optional: A plain, narrow black belt with buckle	✗	Belts which are coloured, embellished or wide
✓	Optional: Plain black v-neck jumper	✗	A jumper in place of a blazer Hoodies or sweatshirts
✓	Optional: Outdoor coat/jacket, scarf, gloves	✗	Coats in lessons
✓	As appropriate: Items relating to religious belief/faith	✗	Items which cover the face Jewellery, such as rings Items which express political opinion/belief
	<b>Permitted:</b>		<b>Not Permitted:</b>
✓	Subtle, natural-looking make-up	✗	False eyelashes. False nails, nail varnish, Gels/Acrylics Heavy make-up
✓	Natural hair colour and smart styles	✗	Extreme hair styles, including tramlines/patterns shaved in to hair, or extreme colours
✓	One pair of stud or sleeper earrings Discrete retainers for other piercings Watches. Charity/religious bands	✗	Large earrings, dangly, hoops or stretchers Facial or body piercings. Any other form of jewellery, e.g. rings. No jewellery to be worn whilst taking part in PE, Sport and Technology workshops/Food classrooms



## School Uniform Standards - PE Kit

Please note that in each case, plain black means that the garment should have no logos visible

### Compulsory Items:

- The Buckingham School black t-shirt with logo (Uniform Direct only)
- The Buckingham School ¼ zip PE top with logo (Uniform Direct) or plain black ¼ zip PE top
- The Buckingham School black shorts (Uniform Direct) or plain black shorts
- White sports socks or white trainer socks
- Black socks (for football and rugby)
- Football boots
- Trainers (non-marking sole)
- Hairbands for tying back of long hair during sport, as required.

### Optional PE Uniform:

- The Buckingham School sports waterproof jacket (Uniform Direct)
- The Buckingham School sports leggings (Uniform Direct) or plain black (thick) leggings
- The Buckingham School tracksuit bottoms (Uniform Direct) or plain black tracksuit bottoms (not jogging bottoms)
- The Buckingham School skort (Uniform Direct) or plain black skort
- A plain black cap for outdoor sports in hot/ summer weather
- Plain black winter bobble hat for winter months
- Gum shield

### Remember:

- Bring/apply suncream
- Bring water to lessons
- Wear studded footwear for rugby and football
- Bring your own named safety equipment such as shin pads and gum shields

## **Religious Items**

The school respects and accepts that students of certain faiths and cultures would routinely wear items that do not fall within our specified school uniform. The most commonly occurring are listed below. This list is not exhaustive and parents should contact the school for further guidance:

- Religious headscarf
- Skullcap
- Salwar kameez or jilbaab with headscarf without niqab
- Turban
- 5Ks

Taking advice from Government and Ofsted guidance, The Buckingham School believes that the wearing of the veil acts as a barrier to learning and to positive social interaction within the school community. Therefore, religious garments that cover the entire face are not permitted.

## **APPENDIX 1 - REWARDS**

Form Tutors and Heads of Year will award achievement points on Go4Schools to those children who maintain high standards of the uniform dress code each week.

Please refer to the rewards policy for further details

## **APPENDIX 2a - SCHOOL UNIFORM LIST**

The full school uniform list and PE uniform list can be obtained from the school and can be found on the school website.

Items that can be purchased can be found on the Uniform Direct website.

## **APPENDIX 2b - DRESS CODE FOR SIXTH FORM STUDENTS**

Sixth Form students are not required to wear school uniform. However, in view of their responsibilities to act as good role models, they are required to wear business dress. The Sixth Form Handbook explains our definition of business dress in more detail.

## **APPENDIX 3 – PROCEDURES FOR DEALING WITH UNIFORM ISSUES**

### **WHAT HAPPENS IF STUDENTS ARE NOT IN FULL UNIFORM?**

There may be the odd occasion when a student has forgotten or worn out an item of uniform. Good home-school communication always minimises the issue:

#### **The Student Has a Note From Home**

- The student must have a dated note from parents/carers to explain what the situation is and when it will be rectified
- The student must show the note and have it signed by their form tutor in registration that morning
- The expectation is that the school holidays provide an adequate opportunity to replace any school uniform items
- The expectation is that most uniform items can be replaced during the weekend, subject to delivery dates for items purchased online

### **The Student Does Not Have a Note From Home**

- If no note is produced the form tutor must send the student to The Hub
- Home will be contacted to request correction by the following day
- If an item has been forgotten, then the parent will be asked to bring it in if possible.
- If not, the student will be lent a replacement item, if available.
- Obviously, if a replacement item has been provided, the student needs to ensure they return it at the end of the day. If this has not happened the Form Tutor or Head of Year will follow up.

### **Refusing to Comply** with the uniform expectations:

- Incorrect items must be removed.
- The school may confiscate incorrect items and return them at the end of the day
- The school will ask parents/carers to collect repeatedly confiscated items
- Refusal to cooperate with the uniform standards, will result in the student being withdrawn from normal lessons and social times that day
- Refusal to cooperate with the uniform standards will be treated as persistent disruptive behaviour in the school's Behaviour Policy

### **Information for staff**

### **ROLES AND RESPONSIBILITIES OF STAFF**

Encouraging students to wear the school uniform is the **responsibility of everyone**; all staff at school, parents/carers, as well as the students themselves.

#### **Tutors**

- Will check uniform daily during registration and follow the procedures outlined for compliance and non-compliance
- Will ensure that their students arrive and leave registration in the correct uniform and are wearing it correctly
- Will work with Heads of Years and The Hub to ensure that individual students follow the uniform expectations, addressing issues as necessary
- Will expect all students in their tutor group to be in correct uniform and be wearing it correctly and reward this for students who do
- Will carry out and record a weekly check of the whole class uniform to inform Heads of Years of persistent issues and follow up issues (using this guidance).

#### **Heads of Years**

- Will support staff in ensuring students comply with the uniform expectations
- Will work with student support staff to ensure follow up results in a satisfactory resolution, contacting or meeting parents as necessary
- Will expect staff to follow the policy and procedures outlined and follow up as necessary
- Will identify and intervene with students who breaches uniform policy persistently.

#### **All Middle and Senior Leaders**

- Will support staff in ensuring students comply with the uniform expectations
- Will expect staff to follow the policy and procedures outlined and follow up as necessary.

## **Teachers**

- Will meet and greet their class at the door and as they enter check uniform, following the procedures outlined for compliance and non-compliance
- Will challenge any student who is not wearing their uniform correctly during the course of the lesson to do so.
- Will expect all students in their lesson to be in correct uniform and be wearing it correctly
- Will inform the tutor of any student who refuses to comply to the uniform expectations

## **Student Support Staff**

- Will support staff in ensuring students comply with the uniform expectations
- Will make initial contact with parents/carers by text or phone call
- Will work with HOYs to ensure follow up results in a satisfactory resolution
- Will keep tutors informed.

All staff must address any uniform infringements whenever and wherever they come across students not complying. Similarly, they will praise and reward those who continually are meeting the expectations.