



# **The Federation of Spixworth Schools**

## **School Uniform Policy**

Agreed by Governing Body: Autumn 2023

To be reviewed: Autumn 2025

Group Responsible: Full Governors

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## Statement of intent

The Federation of Spixworth Schools 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.

For the purposes of this policy, “**uniform**” includes the following elements of pupils’ appearance:

- Clothing, including the school uniform itself, variations of the school uniform such as PE kits, and other clothing worn at school, e.g. non-uniform.
- Hairstyles and headwear.
- Jewellery and other accessories.
- Cosmetics such as makeup and nail polish.

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 and guidance including, but not limited to, the following:

- Human Rights Act 1998
- Education and Inspections Act 2006
- Equality Act 2010
- Education Act 2011
- The UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- Education (Guidance about Costs of School Uniforms) Act 2021
- DfE (2021) 'Cost of school uniforms'
- DfE (2021) 'School Admissions Code'
- DfE (2021) 'School uniforms'
- Equality and Human Rights Commission (2022) 'Preventing hair discrimination in schools'

This policy operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Behaviour Policy
- Pupil Equality, Equity, Diversity and Inclusion Policy
- Finance Policy

## 2. Roles and responsibilities

The governing board is responsible for:

- Establishing, in consultation with the executive 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 head of schools are 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 exemption 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 head of school 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 of school 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 Federation 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 executive headteacher will ensure that the school's uniform policy does not discourage parents from applying for a place for their child.

The Federation 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 Federation 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 Federation 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 Federation keeps branded uniform items to a minimal level that is reasonable for all members of the school community. The Federation defines a branded uniform item as any item of clothing that cannot be purchased at a range of retailers, e.g. supermarkets, due to the item's logo, colours, design and fabrics. Where the Federation decides to require an item of branded clothing, it will conduct an assessment to ensure prices are kept as low as possible and will make donated second-hand items available for purchase at a lower price.

The Federation 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 Federation 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 Federation 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 Federation takes its legal obligation to avoid unlawfully discriminating against any protected characteristic very seriously. In line with this, the Federation will aim to ensure that its uniform policy is as inclusive as possible so that all pupils can access a school uniform which is comfortable, suitable for their needs, and reflects who they are, while avoiding any direct or indirect discrimination on the basis of protected characteristics or socio-economic status.

The Federation 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 Federation will ensure that parents and pupils are consulted over any changes to school uniform, and that, where appropriate and with pupils' consent, views and advice are sought specifically from pupils, and parents of pupils, who:

- Are transgender or non-binary.
- Are of a religious or cultural background that has specific dress requirements.
- Have SEND and/or sensory needs.

Parents' concerns and requests regarding school uniform and amendments to it are handled on a case-by-case basis by the executive headteacher and governing board, and always in accordance with the school's Complaints Procedures Policy.

Information on how the Federation ensures its uniform policy does not discriminate against pupils with specific protected characteristics is outlined below.

## **Gender**

To avoid disproportionately impacting pupils of a certain gender, the Federation will ensure that the cost of uniform is as equal in price as possible across items for all genders.

This includes:

- Adhering to the procedures laid out in the '[Cost principles](#)' section of this policy.
- Not directly requiring pupils of a certain gender to buy additional uniform, e.g. by requiring female pupils to buy both trousers and skirts.
- Not indirectly requiring pupils of a certain gender to buy additional uniform, e.g. by offering football in PE to only male pupils and requiring they buy football boots to participate.
- Not holding pupils of different genders to different uniform standards, e.g. by banning certain hairstyles for only one gender.

The Federation will implement a gender-neutral uniform, meaning that pupils will not be 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.

## **Religion and belief**

To avoid disproportionately impacting pupils of a certain religion, belief or culture, the Federation will ensure that there is flexibility to allow pupils to present themselves in a way that adheres to their dress requirements as far as possible, within the Federation's uniform policy.

The Federation will endeavour to meet all requests for amendments to the uniform for these purposes; however, the needs and rights of individual pupils will be weighed against any health and safety concerns appropriate to the circumstances, e.g. if safety headgear needs to be worn.

## **Race**

To avoid disproportionately impacting pupils of a certain race, the Federation will ensure that its uniform policy does not constitute unlawful indirect discrimination through blanket rules. This includes:

- Not banning hairstyles related to a pupil's ethnic origin, e.g. natural Afro hairstyles.
- Not banning hairstyles worn because of cultural, family and social customs, e.g. cornrows.
- Not banning head coverings related to a pupil's culture or ethnic origin, e.g. African heritage head wraps.

The Federation will follow the good practice guidance provided by the Equality and Human Rights Commission on '[Preventing hair discrimination in schools](#)'.

## **SEND and medical conditions**

To avoid disproportionately impacting pupils with SEND or medical conditions, the Federation will ensure its uniform policy takes into account the needs of these pupils. This includes:

- Ensuring the school uniform uses soft, stretchy fabrics and avoids intricate buttons or hard seams.
- Allowing variations to the standard uniform for pupils whose medical conditions may impact how they dress, e.g. pupils with casts who require loose-fitting clothing or pupils with hair loss-related conditions who wish to wear head coverings.

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 Federation will endeavour to resolve all uniform complaints and challenges locally and informally, in accordance with the Federation's Complaints Procedures Policy.

The Federation will refer individuals who wish to complain to the Complaints Procedures Policy and request that they follow the procedures outlined therein.

When a complaint is received, the Federation will work with the complainant to arrive at a mutually acceptable outcome.

## **6. School uniform supplier**

Our current school uniform supplier is:

- Birds of Dereham
- Unit D, 13 Yaxham Road, Dereham, NR19 1HB
- 01362 692941

The Federation will review the uniform contract every five years, whether changes to the uniform are made or not. The executive 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 Federation does not sign contracts with suppliers before requesting visualisations of proposed uniform, as well as fabric samples.

## **7. Uniform assistance**

The Federation supports disadvantaged families in meeting the costs of uniforms. Branded items are kept to a minimum. Families are enabled to purchase non-branded items from other retailers.

The Federation holds second-hand school uniforms for parents to access; access to these uniforms is available to all families upon request. Parents are invited to donate their child's uniform when they no longer need it.



## 8. Non-compliance

Correct school uniform is expected.

Due to the ages of the children, staff will work with pupils and parents to ensure compliance.

Staff members are permitted to discipline pupils for breaching this policy, in accordance with the school's Behaviour Policy, if it is deemed that the pupil's non-compliance is deliberate.

## 9. School uniform

### School colours

Our school colours are as follows:

- Navy Blue
- White
- Grey/black

### Clothing

The school uniform is available from Birds of Dereham. Current prices per item can be viewed on the website. A free delivery to school service is provided. [Home | Birds of Dereham](#)

The school uniform is as follows:

Item	Optional or required	Branding
<b>Regular school uniform</b>		
Navy round neck sweatshirt or cardigan	Required	School logo
White polo shirt or white blouse or shirt with collar	Required	School logo or No branding
Plain grey or black trousers, shorts, skirt or pinafore dress	Required	No branding
Blue checked gingham dress in Summer term only	Optional	No branding
Flat, plain black shoes	Required	No branding
<b>PE kit</b>		
Infant School: White t-shirt	Required	School logo or No branding
Junior School: Blue t-shirt	Required	School logo or No branding
Plain black or navy shorts	Required	No branding
Plain black or navy jogging bottoms	Required	No branding
Navy quarter-zip fleece	Optional (a school sweatshirt can be worn as an alternative)	School logo or No branding
Sports Trainers	Required	No branding

<b>Accessories</b>		
School book bag	Required at Infant School Optional at Junior School	School logo
School bag	Optional	No branding
Draw string PE bag	Optional	School logo or No branding
Wellington boots	Optional	No branding

Pupils who are wearing skirts can also wear black or navy tights.

Skirts must be knee-length. Black jeans are not permitted.

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

### **Jewellery**

Permitted jewellery that may be worn is:

- One pair of stud earrings – no other piercings are permitted.
- A basic wrist watch.

Jewellery is the responsibility of the pupil and not the school. Lost or damaged items will not be refunded. All jewellery must be removed, or covered if removal is impossible, during practical lessons, including PE lessons.

### **School bag**

In EYFS and KS1 pupils should have a book bag. Book bags are optional at KS2.

Pupils may also use an appropriately sized bag to carry other equipment/items, and books in KS2.

School bags featuring inappropriate images, slogans or phrases are not permitted.

The school encourages pupils to bring non-valuable bags to school. The school will not be liable for lost or damaged school bags.

PE kits should be in a separate bag to other items/equipment. A simple, draw-string bag of a suitable size to hold the full kit is recommended.

### **Hairstyles and Headwear**

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, and parents will always have the freedom to complain via the school's Complaints Procedures Policy.

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 should be tied up and must be tied up during practical lessons, e.g. during PE.

The following hairstyles are not considered appropriate for school:

- Brightly-coloured, dyed hair.
- Headwear with bold patterns or colours.
- Excessive hair accessories.
- Headwear featuring inappropriate words or images

### **Makeup and Cosmetics**

The school rules on makeup and cosmetics are as follows:

- Makeup is not permitted.
- False nails and nail extensions are not permitted.
- Nail varnish is not permitted.
- Temporary tattoos are not permitted.

The Federation will inform pupils/parents of any occasions when special clothing, hair or make-up arrangements may be permitted, for example for supported charity/fund-raising days.

## **10. Adverse weather**

It is strongly encouraged that pupils have a pair of wellington boots that can be kept in school for outdoor learning and play in wet 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:

- Sun hats
- Loose-fitting and lightweight shirts or dresses with sleeves and collars or covered necklines.
- Over the knee skirts, shorts or trousers.
- Tops that cover the shoulder area.
- Sunglasses with UV protection when outside, where possible.
- Flat sandals, no flip-flops

Pupils are advised not to wear any jumpers or blazers during heatwaves. If outside during break times, pupils not wearing sun-safe clothing are advised to stay in an area protected from the sun, or spare clothing is provided.

For cold temperatures, this includes wearing:

- Scarfs, gloves, coats and hats when they are outside.

- Warm jumpers that conform to the school's uniform policy.
- Trousers, or thick tights with skirts.
- Flat, black boots

## **11. Labelling and Lost Property**

Parents will be advised to ensure that 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 six weeks and is disposed of or added to our second hand rail if it is not collected within this time.

## **12. Monitoring and review**

This policy is reviewed every two years by the chair of governors and the executive headteacher.

The scheduled review date for this policy is Autumn 2025.

Any changes to this policy will be communicated to all staff, pupils, parents and other relevant stakeholders.

