

Pupil Uniform Policy

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| Policy Code: | SW8 |
| Policy Start Date: | December 2022 |
| Policy Review Date: | September 2025 |

Please read this policy in conjunction with the policies listed below:

SW2 Exclusion Policy

SW4 Student Behaviour and Discipline Policy

SW5 Safeguarding and Child Protection Policy

SW6 Anti-Bullying Policy

SW9 Parental Communications and Complaints Policy

TL6 SEND Policy

1 Policy Statement

- 1.1 This policy outlines the Trust's approach to pupil uniform – in terms of expectations and what the Trust will do to ensure uniform is affordable and appropriate to the requirements of modern-day education.
- 1.2 References to the Trust or Academy within this policy specifically include all primary, secondary and special academies within the Trust, as well as the Early Years setting at the Priory Witham Academy, Priory Apprenticeships and Lincolnshire SCITT.
- 1.3 This policy does not form part of any member of staff's contract of employment and it may be amended at any time.

2 Roles, Responsibilities and Implementation

- 2.1 The Education & Standards Committee has overall responsibility for the effective operation of this policy and for ensuring compliance with the relevant statutory framework. This committee delegates day-to-day responsibility for operating the policy and ensuring its maintenance and review to the Director of Federation Services.
- 2.2 Leaders and Managers have a specific responsibility to ensure the fair application of this policy and all staff are responsible for supporting colleagues and ensuring its success.

3 Aims

- 3.1 To set out the Trust's approach to requiring a uniform that is at a reasonable cost and offers the best value for money for parents and carers.
- 3.2 To ensure that the Trust adheres to its duties under the Equality Act 2010.
- 3.3 To ensure the Trust's expectations for pupil uniform are clear and consistent.

4 Legal duties under the Equality Act 2010

- 4.1 The [Equality Act 2010](#) prohibits discrimination against an individual based on the protected characteristics, which include sex, race, religion or belief, and gender reassignment.



4.2 To avoid discrimination, the Trust will:

- Avoid listing uniform items based on sex, to give all pupils the opportunity to wear the uniform they feel most comfortable in, or that most accurately reflects their self-identified gender.
- Make sure that our uniform costs are similar for all pupils related to their stage of education.
- Allow all pupils to cut and style their hair in a way that is appropriate for school yet makes them feel most comfortable.
- Allow pupils to request changes to swimwear for religious reasons.
- Allow pupils to wear headscarves and other religious or cultural symbols (providing these are suitable and appropriate for a school environment).
- Review the policy formally every three years and make required updates on an annual basis. The views of pupils and parents will be considered and can be communicated to the Academy via the various platforms in place or via the contact details published on the website.

5 Limiting the cost of pupil uniform

5.1 The Trust's uniform lists have been developed over several years, considering the views of pupils and parents/carers as well as the specific context and environment of our settings. This has allowed for uniform items to be easily accessible from a range of suppliers, including high street chains and specialist uniform suppliers.

5.2 The Trust has a duty to make sure that the required uniform is affordable, in line with statutory [guidance](#) from the Department for Education on the cost of school uniforms.

5.3 The Trust understands that items with distinctive characteristics (such as branded items, or items that must have a logo or a unique fabric/colour/design) cannot be purchased from a wide range of retailers and that requiring a number of these items limits parents/carers' ability to 'shop around' for a low price. Branded items have always, and will always, be kept to a minimum.

5.4 The Trust will work with suppliers to help make sure uniform:

- Is available at a reasonable cost; and
- Provides the best value for money for parents/carers.

5.5 We will do this by:

- Ensuring that any distinctive characteristics, branding or logo requirements are proportionate, accessible and mindful of cost;
- Considering cheaper alternatives to school-branded items, such as sew-on badges and logos which can be added to the uniform;
- Avoiding specific requirements for items pupils could use on non-school days, such as coats, bags and shoes;
- Avoiding different uniform requirements for different year/class/House groups;
- Making sure, wherever possible, that arrangements are in place for parents/carers to acquire second-hand uniform items;
- Avoiding frequent changes to uniform specifications and minimising the financial impact on parents/carers of any changes; and
- Consulting with parents/carers and pupils on any proposed significant changes to the uniform policy and carefully considering any complaints about the policy.

6 Uniform expectations

6.1 Each setting will set out their uniform lists, including specific details of colours and any uniform items specific to the context of the Academy on their website, and they will also be available upon request from the academy reception. Whilst there will be some setting-specific changes, an example of the basic uniform requirements for primary, secondary and special pupils are set out below.

6.2 Secondary uniform

| Uniform item | Description | Branded item | Alternative |
|---------------------|---|---------------------|-----------------------|
| Blazer | Worn with academy badge | Yes | Sew-on logo |
| Shirt | Standard school shirt | No | N/A |
| Tie | Academy tie | Yes | No, but low-cost item |
| Trousers | Traditional school style | No | N/A |
| Skirt | Traditional school style as detailed on Academy website | No | N/A |
| Tights | Plain coloured as detailed on Academy website | No | N/A |
| Jumper | V-neck jumper | No | N/A |
| Socks | Plain coloured as detailed on Academy website | No | N/A |
| Shoes | Black, plain, safe and flat polished shoes | No | N/A |

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|-----------|--|-----|--------------------------------|
| Coat | As detailed on Academy website | No | N/A |
| Bag | Bag suitable for a school environment | No | N/A |
| PE top | Academy top | Yes | Plain top in Academy colour |
| PE shorts | Academy shorts (full length sports bottoms or leggings can be worn as detailed on Academy website) | Yes | Plain shorts in Academy colour |

6.3 Primary uniform – Reception to Y6 (Pre Reception, please see Academy website)

| Uniform item | Description | Branded item | Alternative |
|---------------------|--|---------------------|------------------------------------|
| Sweatshirt | Academy sweatshirt | Yes | Plain sweatshirt in Academy colour |
| Cardigan | Academy cardigan | See Academy Website | Plain cardigan in Academy colour |
| Polo shirt | Academy polo shirt | See Academy Website | Plain polo shirt in Academy colour |
| Trousers | Traditional school style | No | N/A |
| Skirt | Traditional school style | No | N/A |
| Shorts | Traditional school style | No | N/A |
| Summer dress | Stripes or checks | No | N/A |
| Shoes | Black, plain, safe and flat polished shoes | No | N/A |
| Socks | As detailed on Academy website | No | N/A |
| PE t-shirt | Academy PE top | Yes | Plain t-shirt in Academy colour |
| PE shorts | Plain shorts (Plain jogging bottoms or leggings can be worn) | No | N/A |

6.4 Special school uniform

| Uniform item | Description | Branded item | Alternative |
|---------------------|---|---------------------|------------------------------------|
| Sweatshirt | Academy sweatshirt | Yes | Plain sweatshirt in Academy colour |
| Polo shirt | Academy polo shirt | Yes | Plain polo shirt in Academy colour |
| Trousers | Traditional school style | No | N/A |
| Skirt | Traditional school style | No | N/A |
| Shorts | Traditional school style | No | N/A |
| Summer dress | Stripes or checks | No | N/A |
| Socks / Tights | As detailed on Academy website | No | N/A |
| PE t-shirt | Plain t-shirt | No | N/A |
| PE shorts | Plain shorts (Plain jogging bottoms or leggings can be worn) | No | N/A |

6.5 During periods of extreme weather the academy will share with pupils and parents/carers any adjustments to the uniform policy which have been agreed by the Trust.

7 Where to purchase uniform

7.1 Uniform can be purchased from a range of high street retailers, as well Uniform Direct, which stocks branded items. Other local suppliers are detailed on Academy websites.

8 Community expectations

Pupils

8.1 Pupils are expected to always wear the correct uniform (other than specified non-school uniform days) while:

- On the academy premises;
- Travelling to and from the academy; and

- At out-of-school events or on trips that are organised by the academy, or where they are representing the academy (if required).

8.2 Pupils should first speak with the academy's Designated Safeguarding Lead (DSL) if they would like to discuss an amendment to the uniform policy in relation to their protected characteristics or individual medical needs.

Parents/Carers

8.3 Parents/Carers are expected to make sure their child has the correct uniform and PE kit, and that all items are:

- Clearly labelled with the child's name
- Clean and in good condition

8.4 Parents should contact the academy's DSL if they would like to discuss an amendment to the uniform policy in relation to:

- Their child's protected characteristics
- Their child's individual medical needs
- The cost of the uniform

8.5 In the event that a parent/carer has a complaint or objection with the uniform list, they are asked to try to first resolve the issue locally by contacting the academy. If, following this step, the issue remains, then parents/carers are asked to follow the academy complaints procedure, which is outlined in SW9 Parental Communications and Complaints Policy. Parents/Carers are expected to lodge any complaints or objections relating to the school uniform in a timely and reasonable manner. The academy will work closely with parents/carers to arrive at a mutually acceptable outcome wherever possible.

Staff

8.6 Staff will closely monitor pupils to make sure they are in correct uniform. They will give any pupils and families breaching the uniform policy the opportunity to comply and will follow the pastoral support systems if the situation does not improve.

8.7 Where children are not wearing the correct uniform, and they are not willing to work with the academy to modify this, they may need to work in an environment outside that of their peers.

8.8 Ongoing breaches of the uniform rules will be dealt with in line with SW4 Student Behaviour and Discipline Policy.

8.9 In cases where it is suspected that financial hardship has resulted in a pupil not complying with the academy's uniform expectations, staff will take a mindful and considerate approach to resolving the situation.

Trustees

8.10 The Trustees will review this policy, and make sure that it:

- Is appropriate for the Trust's context;
- Is implemented fairly across all settings;
- Considers the views of parents/carers and pupils; and
- Offers a uniform that is appropriate, practical and safe for all pupils

9 Policy Change

9.1 This policy may only be amended or withdrawn by the Priory Federation of Academies Trust.



The Priory Federation of Academies Trust

Pupil Uniform Policy

This Policy has been approved by the Education & Standards Committee:

Signed..... Name..... Date:

Trustee

Signed..... Name..... Date:

Chief Executive Officer

Signed..... Name..... Date:

Designated Member of Staff

Please note that a signed copy of this agreement is available via Human Resources.