Title	**Uniform Policy**
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Governor Link	Chair of Trustees
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Review Date	Annually

Wootton Park Academy Trust Uniform Policy

Introduction

The purpose of this guidance is to support the development of a school uniform policy, which is sensitive to the needs of children, parents and the school, reflecting to cultural dress protocols within the community. The trust will act fairly and reasonably, bearing in mind our duties under the Human Rights Act 1998, the Equality Act 2010 and anti-discrimination legislation.

It is Wootton Park Academy Trust's policy that all learners **must** wear their full uniform when attending school or when participating in a school-organised event outside normal school hours. Each school will provide a complete list of items needed in the school prospectus, on the trust's website, at parents' information evenings and in letters to parents.

Aims

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

- Promotes a sense of pride in the school, in line with our ethos, values and beliefs;
- Engenders a sense of 'community' and 'belonging' to the school;
- Supports positive behaviour and discipline;
- Is practical, comfortable and smart;
- Identifies learners with the school and encourages identification with the school;
- Prevents learners from coming to school in fashion or 'designer' label clothes that could be distracting in class or create a sense of competition;
- Makes learners feel equal to their peers in terms of appearance and helps nurture cohesion between different groups of learners;
- Is regarded as suitable for school and good value for money by most parents;
- Promotes the school's care for the health and safety of its learners.

Expectations

We expect all learners to comply with this uniform policy, which will be monitored. Any learner who falls short of these requirements will be advised of this fact by their form/class teacher/other staff member and given the opportunity to improve. Continued failure to comply will be brought to the attention of the Senior Leadership Team. Repeated failure to comply will be referred to parents and they will be invited to discuss non-compliance.

The Role of Parents/Carers

We ask all parents/carers who send their children to a school which is part of Wootton Park Academy Trust to support our uniform policy. We believe that parents/carers have a duty to send their children to school correctly dressed and ready for their daily schoolwork. One of the responsibilities of parents/carers is to ensure that their child has the correct uniform and that it is clean and in good condition.

If any parent or carer would like the school to modify the uniform policy they should make representations in the first instance to the Head of School. The school welcomes children from all backgrounds and faiths. If there are serious reasons, e.g. on religious grounds, why parents/carers want their child to wear clothes that differ from the officially-approved uniform, the school will look at such requests sympathetically.

The Role of Trustees

The trustees supports the senior leaders in implementing the school uniform policy. It will consider all representations from parents/carers regarding the uniform policy and will liaise with the CEO and Heads of School to ensure that the policy is implemented fairly and with sensitivity.

When making decisions about the uniform policy, the Trust must have regard to its obligations under the Human Rights Act 1998 and the Equality Act 2010. The Trust will consider the impact of their policy on learners who share a protected characteristic.

Non-compliance with Uniform Policy

The senior leaders can discipline a learner for a breach of the uniform policy. However, the Department for Education (DfE) does not consider exclusion to be an appropriate response to breaches of school uniform policy, *except* where they are persistent and defiant. Where a learner repeatedly refuses to comply with school's uniform policy even if they do not otherwise display poor behaviour, we believe that exclusion could be an appropriate response, depending on the circumstances of the case.

In the event of uniform non-compliance, any member of the SLT reserve the right to ask a learner to wear items of the school PE kit in the place of correct and full school uniform.

Where a learner is not adhering to school uniform policy, school staff will be considerate and discreetly try to establish the reasons. The school appreciates there may be good reasons why a learner is not correctly attired. For example, their uniform may have been lost, stolen or damaged. Sending a learner home or excluding them may not be appropriate in the majority of cases. If a learner is not wearing the correct uniform because their parents/carers are in financial difficulties, the school will be sensitive to this. The school will give parents/carers time to purchase the required items and/or consider whether a school or Local Authority clothing grant can be supplied. A learner will not be made to feel uncomfortable, nor discriminated against, because their parents are unable to provide them with the required items of school uniform.

Jewellery

As a general rule, the school does not expect children to wear jewellery. A small number of exceptions are permitted:

- Only one single gold/silver plain stud earring in each ear is allowed (no bigger than 5mm)
- No other visible piercings are acceptable.
- No other personal jewellery other than a wristwatch to be worn.
- Medic alert bracelets and necklaces may be worn and need to be visible.
- The only badges permitted are official school badges, such as School Council badges.
- No other Jewellery is permitted.

Appearance

Extremes of hair fashions and hair colour, make-up, gel or acrylic nails, piercings and eyebrow shavings are not permitted.

Hair

- Hair should not be dyed using unnatural colours or be styled with extensive flashes of colour.
- No shapes, patterns or tramlines should be shaved into the hair or the eyebrows e.g. zig-zags, Mohican, parting line.
- Long hair must be tied back where likely to cause a safety issue.
- At all times hair must not cover an eye or eyes.
- The style of the hair should be in keeping with that acceptable in an office environment.
- Hair should be kept clean and tidy.
- Hair accessories may be worn if they are functional and not for the purpose of fashion and should be plain in nature and in line with the school's colours (Navy and Gold).

Additional Information

- In cold weather, gloves, a plain scarf, and woolly hat or similar, in a tasteful design may be worn to and from school but not inside the school buildings.
- Hoodies and similar must not be worn over or under the uniform.
- Outdoor coats should be removed inside the school buildings.
- The School advises that learners who cycle or scoot to school should wear cycle helmets and make sure they have some form of high visibility clothing or markings.

Equipment

All secondary learners should, as a minimum, take to every lesson...

- ✓ 2 pens (blue or black)
- ✓ 1 green pen
- ✓ 2 pencils (Art - 1 HB and 1 2B)
- ✓ Rubber
- ✓ Coloured pencils (felt tip pens are discouraged)
- ✓ Pencil sharpener
- ✓ 30cm (12") Ruler
- ✓ Scientific calculator – Casio scientific calculators are encouraged - model *fx*83GT or equivalent
- ✓ A glue stick

Please note: ALL equipment and uniform should be clearly named where possible.

School Uniform Specification

(See Appendix 1)

Bags

School book bags or school rucksacks must be purchased to carry homework and reading books. PE kit bags to be kept in school. In all cases, the child's name and class should be clearly written on the outside. Fashion rucksacks or bags are **not** acceptable.

Notes regarding exemptions to uniform

Learners should have a doctor's note if they need to wear alternative footwear for the school, due to a medical condition or serious injury. For any item of clothing, which does not conform to the school dress code, parents will be contacted in order to make arrangements to resolve the situation.

Learners may be kept out of mainstream classes whilst a resolution is found, however appropriate work and support will always be put in place.

Items of Value

While the Trust understands that many parents and carers may want their child to carry a mobile phone for safety reasons, these must be switched off in school and handed to an adult unless they are being used for learning purposes and learners have been given permission by a member of staff to use them. Any learner using these items in lessons or around the school site without permission will have the item removed and placed in the school safe to be collected by the parent/carer.

The Trust accepts no responsibility or liability for the loss or theft of any such items. Items of value that are brought into the school remain the responsibility of the learner at all times.

Learners are discouraged from bringing sums of money into school. If learners are paying for trips related to the curriculum, specific details will be sent to parents regarding how safe and secure payments can be made via our online payment portal.

Medical Dispensations

The policy will meet the needs of individual learners with temporary or permanent medical conditions. For example, learners with some skin conditions may be unable to wear specific fabrics and learners with foot or leg injuries may be unable to wear school shoes. An official medical certificate will be required for any learner requiring long-term dispensation due to medical conditions**.**

Monitoring and Review

The Trust will monitor and review this policy by:

- Seeking the views of parents and carers, to ensure that they agree with, and support the policy
- Considering, with the Heads of School / Headteacher, any requests from parents and carers for individual children to have special dispensation with regard to school uniform; and
- Requiring the Heads of School / Headteacher to report to the Trustees on the way the uniform policy is implemented.

The senior leaders will work with all staff to ensure this policy is fully implemented. They will also monitor and review the development of this important policy and make a written report to the Trust Board on an annual basis.

Appendix 1 Wootton Park Academy Trust Uniform Checklist.

Items with a **(M)** are mandatory items

Items with a ***** are available via the school's online uniform shop. Alternatively, we are fortunate to have excellent support from our PTA who regularly hold second hand uniform fairs.

Second hand uniform items are available from our PTA. For further details, please click on the link to the pre-loved shop: https://www.pta-events.co.uk/woottonparkschool/

Primary Phase – Reception to Year 6 (Navy blue & gold)

- White school shirt
- House tie (elastic). Clip on from Year 4 upwards * **(M)**
- Navy school V-neck jumper/V-neck cardigan/sleeveless v neck jumper with logo * **(M)**
- School tartan pinafore dress/ tartan skirt *
- Dark grey trousers and tailored in a classic fit (not stretchy, jersey fabric or a slim or skinny fit). No combat style or external pockets.
- Grey/navy socks
- Grey/navy tights. No patterns
- Flat-heeled black shoes that are polishable (not trainers or fashion shoes e.g. Adidas, Vans, Nike, canvas etc.)
- Ankle boots are permitted during the winter months. These must be black in colour with no colour markings or fur. Boots must be polishable.
- School book bag/rucksack with logo */ plain rucksack
- School cap with logo or plain navy hat with no emblems or markings (summer months only).

PE Kit:

- White sport socks
- Plain navy sweat shirt or hooded jumper
- Plain navy shorts (not cargo shorts)
- Plain navy leggings
- Plain navy jogging bottoms (not cargo trousers)
- Blue polo shirt with logo * **(M)**
- Black plimsolls or sports trainers – Non marking soles (no character style trainers with pictures or fashion trainers such as Converse etc.)
- From Year 3 and above we request that children have a pair of football boots to allow them to access the sports fields and improve their safety when using this area for Physical Education. Football boots should have moulded studs (not metal) to allow additional grip when using the sports field.

Learners from Year 3 upwards can purchase items from the secondary PE uniform but this is not compulsory.

Secondary Phase – Seniors (Navy blue & gold)

- White school shirt (with a collar suitable for the tie)
- House tie (clip-on) * **(M)**
- Navy school V-neck jumper or sleeveless school V-neck jumper - both with the school logo* **(M)**
- Navy school blazer with logo * **(M)**
- School tartan skirt - to sit on or below the knee *
- Dark grey trousers and tailored in a classic fit (not stretchy, jersey fabric or a slim or skinny fit). No combat style or external pockets.
- Grey/navy socks
- Grey/navy tights – plain, no patterns.
- Belts should be plain black/grey/blue with no studs
- Sensible black leather-type shoes (should be able to polish them), flat soled or heels no higher than 2cm. These should not be trainer style or hi tops. No trainers, boots or canvas pumps, hi-tops or obviously branded shoes (e.g. Adidas, Nike, Vans, Converse etc.)

PE KIT: Navy blue and gold

- WPS polo shirt with logo * **(M)**
- Plain Navy shorts/skorts * (not cargo shorts)
- Navy football socks *
- Training sports shoes - non-marking sole for indoors which are not fashion trainers e.g. Nike Dunk, mid/high top etc
- Football boots with safety studs
- Shin pads
- Gum shields

Optional (for cold weather)

- Sports base layers – navy, black
- WPS tracksuit bottoms
- WPS ¼ zip fleece top with logo
- WPS rugby top
- WPS showerproof jacket

Nb. The Trust reserve the right to change the uniform. Parents will be given one terms notice