

# WHITLEY MEMORIAL C of E AIDED PRIMARY SCHOOL



*'Let your light shine' – Matthew 5:16*

## School Uniform Policy

We have updated this policy in line with the DfE's new statutory uniforms guidance. Schools are expected to be compliant with the majority of this guidance by September 2022; however, there are exceptions, including where the school is tied into a contract with a supplier and where a competitive tender must be run to set up a new uniform contract. All schools should be compliant by September 2023 where possible. Read our [Up-to-speed on: Statutory 'Cost of uniforms' Guidance](#) for more information.

Date policy last reviewed: September 2021

Signed by:

Claire Gray

Headteacher

Date: September 2022

Arleen Thompson

Chair of governors

Date: September 2022

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## Our Vision

As a Church of England school our historical roots are vital to our identity and we are committed in serving our community. As a Church of England School, we value all of God's children, and follow our vision of equality for all. We believe that at Whitley Memorial Church of England Primary we are one big family, the 'Whitley Family,' striving to support our children equally in their spiritual and personal growth alongside their academic development.

Our school motto of 'Let your light shine' comes from Matthew 5:16: 'Let your light so shine before all people, that they may see your good works, and glorify your Father which is in heaven.'

This voices our overarching belief that everyone, no matter what their starting point may be, has God given skills and talents and we passionately believe in working collaboratively with parents, learners, members of the community, our church (St Cuthbert's), educational partners and other professionals to ensure all children receive the very best start to their learning journey and have every opportunity to 'Let Your Light Shine.'

## Core Values

Our core values are at the heart of our school ethos and Christian environment. These values form the scaffold of our half-termly Worship themes and are also taught explicitly throughout the school. Our values are: *Thankfulness, Trust, Perseverance, Justice, Service, Truthfulness, Generosity, Compassion, Courage, Forgiveness, Friendship and Respect.*

## Statement of intent

Whitley Memorial C of E Primary School believes that a consistent school uniform policy is vital to promote the vision and ethos of the school and provide a sense of equality, belonging to the 'Whitley Family' and shared identity for all pupils, regardless of their protected characteristics or socio-economic circumstances thus supporting our children in their spiritual and personal growth and their academic development.

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. As a church school, we are committed to serving our community and we will support and work in co-production with families, in any way that we can, to support and enable them to comply with this policy.

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 and promotes positive attitudes to learning.

## Legal framework

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

- Education and Inspections Act 2006
- Education Act 2011
- Human Rights Act 1998
- Equality Act 2010
- The UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- Education (Guidance about Costs of School Uniforms) Act 2021

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

- DfE (2021) 'Cost of school uniforms'
- DfE (2021) 'School Admissions Code'
- DfE (2021) 'School uniforms'

This policy operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Behaviour Policy
- LGBTQ+ Policy
- Tendering and Procurement Policy

## Roles and responsibilities

The governing board is responsible for:

- Establishing, in consultation with the 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 headteacher is 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.

Staff members are responsible for:

- Ensuring that pupils dress in accordance with this policy at all times.
- Informing and helping 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.
- Providing pupils with exemption as appropriate, e.g. for a pupil who has a broken arm and requires a loose-fitting top.

Parents are responsible for:

- Providing their children with the correct school uniform as detailed in this policy.
- Informing the class teacher if their child requires a more relaxed uniform policy for a period of time, including why.

Pupils are responsible for:

- Wearing the correct uniform at all times, unless the headteacher 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.

### **Cost principles**

The school 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 headteacher will ensure that the school's uniform policy does not discourage parents from applying for a place for their child.

The school 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 school 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 school keeps variations in school uniform for different groups of pupils, e.g. year group-specific items, 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 school **does not require branded clothing to be purchased as school** uniform and allows parents to purchase uniform from other retailers, e.g. supermarkets. The school keeps branded uniform items to a minimal level that is reasonable for all members of the school community. The school defines a branded uniform item as any item of clothing that cannot be purchased at a range of retailers, including by virtue of logos, colours, design and fabrics.

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 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 school will not amend uniform requirements regularly and will take the views of parents and pupils into account when considering any changes to school uniforms.

### **Equality principles**

The school takes its legal obligation to avoid discriminating against any protected characteristic unlawfully very seriously, and aims to ensure that the uniform policy is as inclusive as possible so that all pupils are supported to access a school uniform which is comfortable, suitable for their needs, and reflects who they are.

The school 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 school will ensure that parents and pupils are consulted over any changes to school uniform, and that views and advice is sought specifically from pupils, and parents of pupils, who:

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

The school implements a gender-neutral uniform, meaning that pupils are not 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.

The school ensures that pupils who are required to follow certain dress requirements, e.g. by virtue of their membership of a particular religious or cultural group, are afforded flexibility to

allow them to wear a uniform that adheres to their requirements as far as possible. The school endeavours to meet all requests for amendments to the uniform for these purposes; however, will ensure that the needs and rights of individual pupils are weighed against any health and safety concerns for the entire school community.

Parents' concerns and requests regarding religious clothing are dealt with on a case-by-case basis by the headteacher and governing board, and always in accordance with the school's Complaints Procedures Policy.

The school ensures that the needs of pupils with SEND and/or sensory difficulties are considered in the uniform policy, e.g. ensuring soft, stretchy fabrics and avoiding intricate buttons or hard seams; however, 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.

### **Complaints and challenges**

The school endeavours to resolve all uniform complaints and challenges locally and informally, in accordance with the school's Complaints Procedures Policy.

To make a complaint, parents should refer to the Complaints Procedures Policy and follow the stipulations outlined.

When a complaint is received, the school works with parents 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 suppliers/ Second hand uniforms**

Our current school uniform suppliers are:

- **Emblematic Ltd**  
30 Glebe Road, Bedlington, Northumberland, NE22 6JT
- **The Kit Men**  
thekitmen.co.uk

The governing board will ensure that a written contract is in place with the supplier for branded items.

The school will retender the uniform contract every five years, whether changes to the uniform are made or not, in line with the Tendering and Procurement Policy. The governing board will be able to demonstrate how uniform is procured at the best value for money. The 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 school does not sign contracts with suppliers before requesting visualisations of proposed uniform, as well as fabric samples.

## Uniform assistance

The school can support vulnerable families in meeting the costs of uniforms. The budget for the school uniform assistance scheme comes from pupil premium funds. Please approach the school office if you would like help with the cost of school uniforms.

Second hand uniforms can be acquired from:

- **Community School Clothing Scheme**  
8 Rosedene Villas, Cramlington, Northumberland, NE23 2AF 07913 707573  
communityschoolcs@gmail.com <https://www.communityschoolclothingscheme.org/>
- **School Office**  
We occasionally have second hand clothing donated to school. Please ask at the school office. Parents are invited to donate their child's school uniform when they no longer need it.

## Non-compliance

Staff members are permitted to ask children to change into a stock of clean clothing in school.

Staff will send home letters to parents of children who do not comply with the uniform policy.

## School uniform

### Clothing

The school uniform is as follows:

Parents who do not wish to buy the **optional** branded uniform must acquire a uniform meeting the following uniform list:

### Years Nursery –Y4

- Grey/black trousers, shorts, skirt or pinafore dress
- White polo shirt or shirt
- Red jumper or hoodie
- Black shoe/ trainers
- Red summer dress

### Year 5 and 6

- White shirt
- Grey/black trousers, shorts, skirt or pinafore dress
- Grey jumper or hoodie
- School tie
- Black shoes/ trainers
- Yellow summer dress

### PE Kit

Parents who do not wish to buy the **optional** branded PE kit must acquire a PE kit meeting the following uniform list:



- Plain **white** T-shirt (no vest t-shirts) with **no** branding or logos
- Plain **black** shorts/ skort with no branding or logos
- Suitable trainers/ sandals
- Socks
- Hairband / clips to tie back long hair
- Plain black tracksuit bottoms and black or red (grey Y5&6) tracksuit top or hoodie.
- PE kit should be in a named draw string bag, if left in school

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

### **Jewellery**

We do not allow children to wear any jewellery in school on health and safety grounds. Children **should not** wear any earrings, other than plastic retainers. Children will be asked to remove jewellery, including earrings.

### **Hairstyles**

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

### **Makeup**

The school rules on makeup are as follows:

- Makeup is not permitted.
- False nails and nail extensions are not permitted.
- Only clear nail varnish should be worn.
- Temporary tattoos are not permitted.

### **Adverse 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:

- Loose-fitting and lightweight shirts and 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.

- Sun hats

Pupils are advised not to wear any jumpers 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.

### **Labelling**

All pupils' clothing and footwear is clearly labelled with their name.

Any lost clothing is Kept in the child's Key Stage area.

### **Monitoring and review**

This policy is reviewed annually by the chair of governors and the headteacher.

The scheduled review date for this policy is September 2023.

