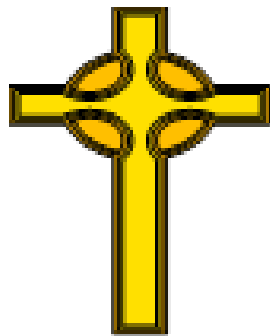


# Holy Cross Catholic Primary School



## Uniform Policy

June 2024

*We care, we share, we value.*

Approved by Full Governing Body on June 2024

To be reviewed on or before June 2026

Signed \_\_\_\_\_

Chair of Governors

Signed \_\_\_\_\_

Headteacher

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## **Statement of intent**

As a Catholic school community we believe that we all, governors, staff, parents and students, are - Created in the image of God, Redeemed by Jesus and Empowered by the Holy Spirit. Consequently, we are all worthy of dignity and respect.

As educators we are committed to cooperating with parents in raising the children in our care “to know that they are loved” (St John Bosco, Patron Saint of Youth), valuing themselves and others, and open to be of service to whoever is in need. We will develop their talents within a context of praise, support, affirmation and celebration by presenting ourselves as “ministers of God’s love”, models for imitation and as elder sisters and brothers to each of our children.

All our school policies are to be understood within these convictions.

Holy Cross Catholic Primary School 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.

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 practical and 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 equal to their peers, are confident in their appearance, 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 (2024) 'School uniforms: guidance for schools'
- 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

## 2. 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, inclusive, and does not disadvantage any pupil because 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 in this policy how best value for money has been achieved.
- 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 rules 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 an exemption letter as appropriate, e.g. for a pupil who has a broken arm and requires a loose-fitting shirt.

Staff are responsible for:

- Ensuring that pupils dress in accordance with this policy at all times.
- Where appropriate to their role, 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 headteacher if their child requires an exemption to the uniform rules for a period of time, with a reason 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 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.

### 3. Cost principles

The school will develop its uniform policy in relation to the following starting principles:

- The school will seek to ensure that the uniform is affordable. In so doing, the school will consider the total cost of school uniforms, taking into account all items of uniform or clothing parents will need to provide while their child is at the school.
- The school will seek to keep the use of branded items to a minimum.
- The school will seek to ensure that uniform supplier arrangements give the highest priority to cost and value for money, including the quality and durability of the garment.
- The school will seek to ensure that second-hand uniforms are available for parents to acquire. Information on second-hand uniforms will be published on the school's website.

#### **Principles in practice**

In accordance with the 'School Admissions Code', the headteacher will ensure that the school's uniform requirements do 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.

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 will keep variations in school uniform for different groups of pupils, e.g. year group-specific items or house colours, to a minimum to ensure that pupils can get the most wear out of their uniform and that parents can pass some items down to younger siblings.

The school will keep 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, e.g. supermarkets, due to the item's logo, colour, design, fabric or other unique element. Where the school requires an item of branded clothing, it will assess how prices can be kept as low as possible and put measures in place to facilitate this. This may include:

- Offering sew- or iron-on logo patches for blazers and jumpers that can be bought at non-specialist retailers, instead of requiring specific branded jumpers.
- Ensuring branded items are longer-lasting and unlikely to be worn out quickly, e.g. ties.
- Making donated second-hand uniform available for purchase at a lower price.

The school will meet the DfE's requirements and recommendations on costs and value for money. Care will be taken to ensure that school uniform is affordable for all current and prospective pupils, and that the best value for money is secured through reputable suppliers.

The school will work with multiple suppliers to obtain the best value for money possible. Any savings negotiated will be passed to parents where possible. The school will 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 make frequent changes to uniform requirements and will take the views of parents and pupils into account when considering any changes.

#### 4. Equality principles

The school takes its legal obligation to avoid unlawfully discriminating against any pupil very seriously.

In line with the above, the school 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 school 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 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 headteacher and governing board, and always in accordance with the school's Complaints Procedures Policy.

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

### **Religion and belief**

To avoid disproportionately impacting pupils of a certain religion, belief or culture, the school 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 school's uniform policy.

The school 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 school 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 school 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 school 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.

The school will ensure that it works with a supplier that acts in accordance with the school's values and principles on equality and inclusion.

## 5. Complaints and challenges

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

The school 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 school will work with the complainant to arrive at a mutually acceptable outcome.

The school has an agreed procedure in place with its uniform supplier to deal with complaints about the supply and quality of uniforms.

In considering a complaint, parents should be aware that teachers can sanction pupils for breaching the school's rules on appearance or uniform. The school expects this to be carried out in accordance with the school's published behaviour policy. The school aims to deal with pupil non-compliance in a proportionate and fair way.

## 6. School uniform supplier

Our current school uniform suppliers:

- Jay Max Uniform Shop, 91-93 Church Street, St Helens, WA10 1AJ, 01744 752003
- Whittakers School Wear, 38 Bridge Street, St Helens, WA10 1NW, 01744 451812

Uniforms and PE Kits can be ordered from the school office.

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 will not use a suppliers before requesting visualisations and samples of proposed uniform.

## 7. Finding and consulting suppliers

If the school is considering changing its suppliers and seeks a list of available suppliers, it will consider the following options:



- Researching local suppliers
- Consulting with other schools and networks
- Having informal discussions with potential suppliers to help determine the school's own needs

If the school prepares to request bids from potential suppliers, it will consider the following elements:

- What products parents will need
- The school's evaluation process

## 8. Uniform assistance

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

## 9. Non-compliance

Staff will be permitted to discipline pupils for breaching this policy, where relevant to their role, in accordance with the school's Behaviour Policy.

The headteacher, or a person authorised by the headteacher, will be permitted to ask a pupil to briefly go home to remedy breaches to the school's uniform. When deciding whether to allow a pupil to return home, the member of staff will consider the pupil's age and vulnerability, the length of time it will take, and the availability of the pupil's parents. A parent will always be contacted before sending the pupil home – if contact with the pupil's parent cannot be made, the pupil will remain in school.

Where a pupil has been sent home to rectify uniform breaches, the absence will be recorded as 'authorised'. If a pupil repeatedly breaches uniform rules, or takes longer than necessary to rectify the absence, the absence will be recorded as 'unauthorised'.

Parents will be notified of pupils' breaches of school uniform in all cases.

## 10. School uniform

The school endeavours to ensure that our uniform is as gender neutral as possible.

The uniform is as follows:

- Royal Blue sweater, tank top or cardigan (with or without the school logo)
- White Collared Shirt with blue and grey tie
- Grey trousers/shorts
- Blue plaid skirt/pinafore (in summer a blue and white gingham dress can be worn)

- Black, sensible shoes (not trainers)
- Grey, black or white socks
- Grey or blue tights

Trainers, open-toed sandals and large, thick, calf/knee high boots are not considered suitable footwear for school.

High heels are not permitted: sensible, plain black shoes must be worn by both boys and girls.

Grey chinos/jeans and leggings are not permitted in day-to-day uniform.

### **Our PE Kit**

Parents/carers are responsible for ensuring their child is dressed appropriately for PE.

The PE kit is as follows:

- Plain white T-shirt (with or without the school logo)
- Royal blue shorts
- Plain, suitable trainers or black pumps
- Plain royal blue jogging bottoms can be worn in outdoor activities, however, this is down to parent/carer preference and a requirement.

All items of clothing and footwear must be labelled with the pupil's name

### **Jewellery**

Permitted jewellery that may be worn is:

- One pair of stud earrings (no other piercings are permitted)
- A sensible wristwatch (not a smartwatch)

Jewellery is the responsibility of the pupil and not the school. Lost or damaged items will not be refunded.

We advise that jewellery is not worn on PE Days. All jewellery must be removed during practical lessons, for example, PE lessons / swimming lessons. If children cannot remove their own earrings, then this should be done at home on the day of PE.

### **School bag**

Pupils must use an appropriately sized waterproof bag to carry their books. It should hold A4-sized work books comfortably without causing any damage. These can be with or without the school logo.

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

Large bags / large rucksacks are not permitted for day-to-day lessons due to space on children's pegs.

Additional book bags can also be purchased from our school office at any time.

### **Water Bottle**

All children should bring a water bottle into school every day: this can be refilled by children whenever necessary during the day.

Water bottles must be labelled with the pupil's name.

### **Hairstyles**

The school reserves the right to make a judgement on whether a pupil's hairstyle, hair colour or headwear is inappropriate for the school environment; however, the school 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 cause a health and safety risk. Long hair must be tied up during practical lessons, e.g. during PE.

The following hairstyles, hair colours and headwear 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**

The school rules on makeup are as follows:

- False nails and nail extensions are not permitted.
- Children are not allowed to wear make-up.
- Pupils wearing make-up are required to remove it or, if appropriate, will be sent home to remove it.

At the Head Teacher's discretion, there may be exceptions to the above in extreme circumstances e.g. a pupil may be permitted to cover heavy scarring/skin damage.

## **11. Adverse weather**

For **hot temperatures** everyone working at/attending the school during hot weather conditions is required to wear sun-safe clothing that covers as much of their skin as possible.

This includes wearing:

- Grey shorts or blue and white summer dresses of an appropriate length (if families wish to)
- Sun-safe hats
- Sunglasses with UV protection
- Sunscreen (children must be able to apply this themselves and it must be labelled and handed to the child's class teacher)

During hot weather, lightweight clothing is required to reduce the risk of overheating. Pupils are not required to wear their jumpers/cardigans during heatwaves.

If outside during break and lunch times, pupils not wearing sun-safe clothing/sunscreen are advised to stay in an area protected from the sun.

During **cold weather**, pupils are required to wear scarves, gloves, coats and hats when they are outside.

Additional layers underneath the usual school uniform are accepted.

Where possible, pupils not wearing warm clothing are provided with spare clothing if going outside during break and lunch times.

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.

## 12. Labelling

School staff encourage good organisation of clothing and footwear, for example, designated spaces for children to keep belongings in and checking of labels. However, all pupils' clothing and footwear must be clearly labelled with their name.

Clothing and footwear are the responsibility of the pupil and not the school.

If a child goes home in another child's clothing by accident, for example, their jumper, parents/carers should send the clothing not belonging to them back into school to their child's class teacher.

Any lost clothing is to be taken to the lost property box.

## 13. Monitoring and review

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

The scheduled review date for this policy is June 2026.

