



# **Todwick Primary School**

## **School Uniform Policy**

### **2025-26**

**Approved and adopted by the Governing Body**

**Review Date: March 2027**

**Member of staff responsible: Head Teacher**

**School Governor: Chair of Governors**

# Todwick Primary School

## Uniform Policy 2025-26

*It is for the governing board of a school to decide:*

- *rules around appearance*
- *whether there should be a school uniform policy and if so, what that should be*
- *how the uniform should be sourced*

*These duties are placed upon all governing boards by statute to ensure that school policies promote good behaviour and discipline amongst the pupil body.*

*The DFE strongly encourage all schools to have a uniform as it can play a key role in:*

- *promoting the ethos of a school*
- *providing a sense of belonging and identity*
- *setting an appropriate tone for education*

### **Statement of Intent**

Todwick Primary School is committed to promoting equality and value for money and to ensuring that no child is discriminated against due to their religion or belief, economic circumstances or social and cultural background.

This policy contains provisions to meet these objectives and has been created with health and safety, value for money and practicality at its heart.

Additionally, it is important that our pupils feel a sense of belonging to our school. We believe that wearing a smart and practical uniform allows all children, regardless of their backgrounds, to feel equal to their peers and confident in their appearance.

We also believe it is important for children to wear clothing that is conducive to a successful learning environment, including activity-appropriate clothing, such as sports attire.

### **Legal Framework**

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

- Education and Inspections Act 2006
- Education Act 2011
- Human Rights Act 1998
- Equality Act 2010
- The General Data Protection Regulation

- Data Protection Act 2018 This policy also has due regard to all relevant guidance including, but not limited to, the following:

- DfE (2014) 'School Admissions Code'

- DfE (2013) 'School Uniform' This policy operates in conjunction with the following school policies and documents:

- Home-School Agreement
- Safeguarding and Child Protection Policy
- Complaints Policy
- Religious Ceremonial Wear

### **Key Personnel in Relation to this Policy**

Mrs R Warnes Chair of Governors

Mrs A. Deeley Head Teacher

Mrs E. Perry Deputy Head Teacher

### **Roles and Responsibilities**

#### **The Governing Board is responsible for:**

- In consultation with the Head Teacher and school community, establishing a practical and smart school uniform that accurately reflects the school's vision and values.
- Ensuring that equal opportunities are considered regarding the school's uniform and that no person is discriminated against.
- Listening to the opinions and wishes of parents/carers, pupils and the wider school community regarding changes to the school's uniform.
- Ensuring that the school's uniform is accessible and affordable.

#### **The Head Teacher is responsible for:**

- Enforcing the school's uniform on a day-to-day basis.
- Ensuring that school staff understand this policy and know what to do if a pupil is in breach of the policy.
- Listening to the opinions and wishes of the school community regarding the school's uniform and making appropriate recommendations to the Governing Board.
- Providing pupils with exemptions as appropriate e.g. for a pupil who has a broken arm and requires a loose-fitting top.

#### **Teaching and support staff are responsible for:**

- Ensuring that pupils dress in accordance with this policy at all times.
- Taking appropriate action when pupils are in breach of this policy.
- Ensuring that pupils understand why having a consistent and practical school uniform is important e.g. to establish school identity.

**Parents/carers are responsible for:**

- Providing their children with the correct school uniform as detailed in this policy.
- Informing the Head Teacher 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 Teacher has granted an exemption.
- Looking after their uniform as appropriate.
- Respecting why a school uniform is important to the school e.g. to develop a sense of belonging.

**Cost and Availability**

In accordance with the School Admissions Code, Todwick Primary School ensures that the School Uniform Policy does not discourage parents/carers from applying for a place for their child.

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, Pinders School Wear and myclothing.com, for those parents who wish to have school logos on clothing.

The school does not enter into exclusive single supplier contracts or cash-back arrangements.

The school does not amend uniform requirements regularly and takes the views of parents/carers and pupils into account when considering changes to school uniforms.

Where changes are required, the school ensures that assistance is provided to parents/carers struggling to meet the associated costs.

**Religious Clothing / Ceremonial Wear**

Some religions and beliefs require their members to conform to a specific dress code.

The school does not discriminate against any religion or belief; however, the school weighs the needs and rights of individual pupils against the health and safety concerns of the entire school community.

Todwick Primary School endeavours to allow religious requirements to be met, wherever possible. Please make an appointment with the Head / Deputy to discuss any requests for Ceremonial wear to be worn in school.

Parents'/carers' concerns and requests regarding religious clothing are dealt with on a case-by- case basis by the Head Teacher and Governing Board.

This is always conducted in accordance with the school's Complaints Policy.

### **Equality**

The school is required to ensure that this policy does not discriminate unlawfully.

Every step has been taken to ensure that the cost of similar uniform items, for example, trousers versus skirts, are not disproportionate.

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

We do not insist that children of any sex must wear specific items of clothing.

### **Complaints and Challenges**

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

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

When a complaint is received, the school works with parents/carers 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 Supplier**

Our school uniform can be purchased by a parents chosen store to provide flexibility in prices. Parents have an option of having school uniform embroidered with the school logo if they wish, although this is not compulsory.

Embroidery suppliers are:

- Pinders School Wear – online or at their shop at Aughton, Swallownest.
- myclothing.com

### **Non-Compliance**

On rare occasions, for example, if slogans on clothing are offensive, the Head Teacher and/or Deputy Head Teacher are permitted to ask a pupil to take off the clothing, such as a sweatshirt / jumper.

In the event that they cannot take the clothing off, parents/carers will be contacted and they will be asked to bring in more suitable uniform/clothing.

On other occasions, for example, if a child is wearing inappropriate footwear, teaching and/or support staff will inform parents/carers by telephone or in-person.

If a child requires an item of uniform for a specific activity and no spare clothing is available in school, for example, LOTC, parents/carers may be asked to bring the item into school.

Individual family circumstances will be considered in the event that a child is not wearing the correct uniform.

However, in accordance with our Safeguarding and Child Protection Policy, these should be recorded using our electronic recording system (Safeguard) where appropriate.

Sanctions for breaches of this policy are a last resort: the school endeavours to work with families to resolve breaches of this policy in a timely manner.

### **Our Uniform**

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

The uniform is as follows:

- Blue sweatshirt or blue cardigan (with or without the school logo)
- White polo shirt
- Grey or black trousers
- Grey or black skirt (in summer, a blue and white summer dress may be worn)
- Black, sensible shoes or plain black trainers
- Grey, black or white socks
- Grey or black tights
- Book bag (with or without the school logo)

Colourful trainers, open-toed sandals and large, thick boots are not considered suitable footwear for school. High heels are not permitted: sensible, plain black shoes or trainers must be worn by both boys and girls.

Black jeans and leggings are not permitted in day-to-day uniform.

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

### **Our PE Kit**

Children are asked to bring PE kits in a drawstring bag to stay in school. These will be sent home during term time or as needed to wash and replace.

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

The PE kit is as follows:

- Plain white T-shirt
- Black zipped hoody or sweatshirt
- Black tracksuit bottoms or leggings
- Black shorts (in summer)
- Plain, suitable trainers or pumps (any colour)

Plain jogging bottoms, hoodies/sweatshirts are preferred. However, a small, branded logo is acceptable. All items of clothing and footwear must be labelled with the pupil's name.

### **Outdoor learning Clothing**

During the school year, children will complete learning outside where they will need suitable clothing to take part.

Parents/carers will be informed of their children's outdoor sessions via newsletters, class Dojo and/or via text reminders.

Their usual uniform must be brought in for them to change into as children may get muddy and/or wet.

Arms and legs must be covered to avoid scratches and/or stings.

Parents/carers are responsible for ensuring that their child is dressed appropriately for outdoor learning and brings their uniform to change back into.

Learning outside the classroom clothing is as follows:

- Waterproof coat (or waterproof jacket in warmer weather)
- Comfortable tracksuit bottoms or leggings (not shorts)
- Long-sleeved top
- Wellington boots or old trainers
- Appropriate hat for the weather
- Scarf and gloves (in colder weather)

### **Jewellery**

The only permitted jewellery that may be worn is:

- One pair of stud earrings (no other piercings are permitted)

Jewellery is the responsibility of the pupil and not the school.

Lost or damaged items will not be refunded.

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 book bag to carry their books and equipment.

It should hold children's books and reading diaries comfortably without causing any damage.

Large bags / large rucksacks are discouraged for day-to-day lessons due to space on children's pegs. 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.

### **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 filled with water only and labelled with the pupil's name.

### **Hair Styles**

Hairstyles should be smart and moderate in style.

Brightly coloured hair is not permitted.

Pupils with what could be deemed extreme hairstyles may be exempt from the rule above on racial or religious grounds.

The Head Teacher will take each individual pupil's scenario into consideration.

Long hair should be tied up. This is to avoid health and safety risks and ensure that children's vision is not impeded.

Large, excessive hair accessories should not be worn; however, small hair clips or plain headbands are acceptable.

Hair extensions are not permitted. 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 their hair if they have hair loss / illness etc.

### **Make-Up**

False nails and nail extensions are not permitted.

Only clear nail varnish may be worn.

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.

### **Adverse Weather**

#### **Hot Weather**

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:

- Loose fitting tops with collars or covered necklines
- Tops that cover the shoulder area
- Grey or black shorts or pale blue and white summer dresses of an appropriate length (if families wish to)
- Sun-safe hats
- Sunglasses with UV protection
- Sunscreen (this must be applied before the school day and children must be able to apply this themselves. 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.

### **Cold Weather**

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.

### **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. All lost property is retained for a term and is disposed of if it is not collected within this time.

### **Preloved Uniform**

Our second hand uniform shop offers parents/carers access to good quality second hand uniform at no cost.

Preloved uniform will be advertised on our School Dojo page and parents/carers can request a bundle by messaging the School office.

A Preloved uniform rail will also be accessible monthly, on a Friday, at the end of the school day.

