

Hawthorn Primary School

School Uniform Policy



Approved by: FGB

Date: March 2022

Last reviewed on: March 2022

Next review due: March 2025

by: Finance and Staffing Committee

Statement of intent

Hawthorn 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, is affordable and is best value for money.

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.

1. 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

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
- Equalities 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 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.

The headteacher is responsible for:

- Ensuring the school's uniform policy is adhered to on a day-to-day basis.
- Ensuring that teachers understand this policy and what to do if a pupil needs support.
- 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.
- Ensuring that pupils understand why having a consistent and practical school uniform is important, e.g. school identity and sense of belonging in the school community.

Parents are responsible for:

- Providing their children with the correct school uniform as detailed in this policy.
- Ensuring that their child's uniform is clean, presentable and the correct size.

Pupils are responsible for:

- Wearing the correct uniform at all times.
- 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 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.

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 consider 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.

At Hawthorn Primary School we keep variations in school uniform for different groups of pupils to a minimum where possible to ensure that pupils can get the most wear out of their uniform and that parents can pass some items down to younger siblings. Where changes are made,

school supports families to manage this e.g. in Year 6 children are provided with a school tie free of charge and V-neck sweatshirts are available to wear but this is not compulsory.

The school keeps branded uniform items to a minimal level that is reasonable for all members of the school community. At Hawthorn, branded items are available to buy but parents may choose to provide a non-branded item for their child as long as this follows school uniform colours.

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. All branded uniform can be purchased via the school office or parents can use the online link direct to the supplier on our website.

The school actively avoids frequent changes to uniform requirements and will always take the views of parents and pupils into account when considering any changes to school uniforms.

4. Equality principles

Hawthorn Primary 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 Equalities 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.

5. 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 steps outlined.

When a complaint is received, the school works with parents to arrive at a mutually acceptable outcome. Wherever possible we will support and assess each pupil's needs individually and resolve in a mindful and considerate way.

Governors are willing to consider reasonable requests for flexibility to allow a pupil to accommodate particular social and cultural circumstances.

6. School uniform supplier

Our current school uniform supplier is:

Tots to Teams

10b Airport Industrial Estate

Kingston Park

Newcastle Upon Tyne

NE3 2EF

01912715454

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.

The school will order new uniform in July, ready for the start of the year in September. Further uniform is ordered when required throughout the year.

7. Uniform assistance

Hawthorn School supports vulnerable families in meeting the costs of uniforms. School uniform assistance is provided via funding bids to support agencies for individual families, donations to school and from pupil premium funds, if appropriate.

Parents can approach school for assistance with school uniform costs and each case will be reviewed and assessed individually. No child will be discriminated against, they will be supported to access all financial assistance available or with good quality second hand uniform or will be directed to the Community Grant Scheme via the local authority.

The school holds second-hand school uniforms in the school office for parents to access; requests can be made via the school office, Head teacher or Family Support Coordinator. Parents are invited to donate their child's uniform when they no longer need it, especially those children in year 6 leaving for Secondary school.

The school provides book bags (for all new admits); school ties (year 6 pupils) and P.E kits, including tracksuit, for all pupils in school FREE of charge.

All second-hand uniform supplied is FREE of charge.

The school regularly sends out information about school uniform on its website, newsletters, on PING and on admission to the school.

8. Non-compliance

Staff will encourage pupils to comply with the school uniform policy. If any pupils are unable to adhere to the policy, the headteacher, or a person authorised by the headteacher, is permitted to ask a pupil about any breaches to this policy and if applicable to refer to the DSL/Family Support Coordinator for discussion with parents. No pupil will be sent home to rectify any breaches to this policy. We will work with parents and carers to support, assess and rectify at the earliest opportunity and ensure pupils are able to continue to access their education during this time. If second hand uniform or alternatives can be supplied by school on the day then parents will be advised of this action immediately. Parents will be notified in all cases of concern and offered a solution to resolve the issues as quickly and sensitively as possible.

9. School uniform

School colours

Our school colours are as follows:

- **Navy Blue and White**

Clothing

The school uniform is as follows:

Item	Optional or required	Branding	How to acquire	Cost per item from school supplier
Regular school uniform				
Navy Blue sweatshirt or cardigan	Required	Branding on left-hand side if possible	Branded sweatshirt and cardigan available from school office, including some free second-hand items from school office. Navy Blue sweatshirt or cardigan (unbranded) can be bought from regular retailers.	See attached Price list
White polo shirt	Required	No Branding options acceptable Branding on left-hand side (optional)	Unbranded available from any retailers or branded from school office	See attached Price list
Grey or black trousers or skirt	Required	No branding	Available second hand from school office and available from regular retailers.	See attached Price list
Sensible, plain black shoes	Required	No branding	Available from regular retailers.	N/A
Fleece Jacket	Optional	Branding	Branded Fleece available from school supplier	See attached Price list
Showerproof jacket	Optional	Branding	Branded showerproof jacket available from school supplier	See attached Price list
PE kit Provided by school for all pupils including track suit				
Accessories				
School book bag	Required	Branding	Available from school office	£Free Small charge to replace if lost, see attached price list
School Tie (Y6 only)	Required	N/A	Given annually to all Y6	£Free Small charge to replace if lost, see attached price list
Head Scarf or covering	Optional	No Branding	Provided by parents	N/A



Item	Colour	3/4	5/6	7/8	9/10	11/12	13	Cost	Total
Sweat Shirt	Navy							£8.70	
Sweat Shirt V-Neck	Navy							£8.80	
Sweat Cardigan	Navy							£9.50	
Polo Shirt	White							£7.45	
Fleece Jkt	Navy							£10.45	
Mistral Jacket <small>Shower-proof</small>	Navy							£15.45	
School Tie - Clip-on	Navy/ Gold	Year 6 only - will receive one free						£4.50	
Book Bag	Navy	Reception Children will receive one free						£6.00	
Please enclose cash/cheque made payable to Hawthorn Primary School									
We regret we are unable to provide any uniform without payment.								Total £	



- Navy, black or grey tights should be worn under a skirt or dress.
- High heels are not permitted.
- Skirts must be knee length

- Jeans are not permitted.
- Summer dresses must be BLUE and white checked only to match school colours.
- Parents are responsible to ensure that trainers are available for use on P.E. days.
- Head scarfs/coverings should be plain black or navy with no additional decoration and be no longer than shoulder length. These should be removed during PE sessions for safety.

Jewellery:

To keep children free from accident or injury:

- Only small stud earrings are permitted for children with pierced ears;
- Other jewellery is not to be worn in school, except a small wrist watch;
- Earrings should be removed during PE sessions. If they do come in to school with earrings in and they are unable to remove them, a plaster will be given to cover them. The child is responsible for the earrings when they have been removed.

Extra-Curricular Activities:

School will avoid requiring parents to purchase additional uniform for the purpose of any extra curricular activity. This may involve but is not limited to, activities such as sport, music and drama. School will help with PE Kit and any interschool competitions. School will provide T-Shirts for use during any In Harmony Music Performances.

School bag

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

The school encourages pupils to use the supplied reading book bag. Additional School bags should not be required apart from a lunch bag if a packed lunch is brought from home. The school will not be liable for loss or damage to any bags brought to school.

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 circumstances will be assessed and reviewed and where any judgements on appropriateness are to be made, 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 should be tied up especially during practical lessons, e.g. P.E.

The following hairstyles are not considered appropriate for school:

- Brightly-coloured, dyed hair;
- Shaved/under-cut patterned hairstyles
- Headwear with bold patterns or colours;
- Excessive hair accessories.

Makeup

Makeup is NOT permitted.

10. Adverse weather

All pupils are required to wear weather-appropriate clothing that covers as much of their skin as possible during adverse weather.

Pupils are advised by staff accordingly and encouraged to use sunscreen, hats and appropriate clothing for the temperature against the sun, or

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.

11. Labelling

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

Any lost clothing is be taken to the lost property box in the school office. All lost property is retained for **one month** and is disposed of if it is not collected within this time.

12. Monitoring and review

This policy is reviewed every two years by the Finance, Staffing, Health and Safety Committee.