



## Uniform Policy

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1. **Statement of Intent**
  2. **Legal Framework**
  3. **Roles and Responsibilities**
  4. **Cost Principles**
  5. **Equalities Principles**
  6. **Complaints and challenges**
  7. **School Uniform Supplier**
  8. **Uniform Assistance**
  9. **Non-compliance**
  10. **School Uniform**
  11. **Educational Visits**
  12. **Labelling and Lost Property**
  13. **Confiscated non-uniform items**
  14. **Monitoring and Review**
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## **1. Statement of Intent**

Laurel Park 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 students, regardless of their protected characteristics or socio-economic circumstances.

For the purposes of this policy, “uniform” includes the following elements of students’ appearance:

- Clothing, including the school uniform itself, variations of the school uniform such as PE kits, and other clothing worn at school, e.g. non-uniform.
- Hairstyles and headwear.
- Jewellery and other accessories.
- Cosmetics such as makeup and nail polish.

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 students, is affordable, and provides the best value for money for both the school and students’ families.

We believe that students learn most effectively and achieve their best outcomes when they are comfortable, able to be themselves, and dressed in a way that sets an appropriate tone for education.

## **2. 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 (2021) ‘School uniforms’
- 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
- Equal Opportunities Policy: students

### **3. Roles and Responsibilities**

The governing body 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 student because of their protected characteristics or socio-economic status.
- Listening to the opinions and wishes of parents, students 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.

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 student 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 students with an exemption letter as appropriate (e.g. for a student who has a broken arm and requires a loose-fitting shirt).
- Approving financial assistance for disadvantaged families for the purchase of uniform.

Staff are responsible for:

- Ensuring that students dress in accordance with this policy at all times.
- Where appropriate to their role, disciplining students who are in breach of this policy.
- Ensuring that students 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.

Students 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.

### **4. Cost Principles**

The school will ensure that its school uniform is affordable and accessible to all students, and does not place an unreasonable financial burden on parents.

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In accordance with the DfE's '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, students at the school.
- Parents of younger children, as they are likely to grow quickly and require new sets of uniform more frequently.
- Parents of students with protected characteristics that may impact their ability to access the uniform.
- 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 student, 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 students (e.g. girls and boys) to a minimum to ensure that students 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. At present, while the school prefers that a branded sweatshirt/cardigan is worn, this is not a requirement: nor are any other branded items of clothing required. The school also invites parents to donate used, surplus uniforms, which are made available for free to other parents on request.

The school will meet the DfE's requirements and recommendations on costs and value for money. Care will be taken to ensure that school uniforms are affordable for all current and prospective students, 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 students into account when considering any changes.

## 5. Equalities Principles

The school takes its legal obligation to avoid unlawfully discriminating against any protected characteristic very seriously. In line with this, the school will aim to ensure that its uniform policy is as inclusive as possible so that all students 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 students are consulted over any changes to school uniform, and that, where appropriate and with students' consent, views and advice are sought specifically from students, and parents of students, who:

- Are known to be transgender or non-binary.
- 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 students with specific protected characteristics is outlined below.

### a. Gender

To avoid disproportionately impacting students of a certain gender, the school will ensure that the cost of uniform is as equal in price as possible across items for all genders.

This includes:

- Adhering to the procedures laid out in the ['Cost principles'](#) section of this policy.
- Not directly requiring students of a certain gender to buy additional uniforms (e.g. by requiring female students to buy both trousers and skirts).
- Not indirectly requiring students of a certain gender to buy additional uniforms (e.g. by offering football in PE only to male students and requiring them to buy football boots to participate).
- Not holding students of different genders to different uniform standards (e.g. by banning certain hairstyles for only one gender).

The school will implement a gender-neutral uniform, meaning that students will not be 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 students will be supported to access the uniform that best reflects their gender expression.

### b. Religion and belief

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To avoid disproportionately impacting students of a certain religion, belief or culture, the school will ensure that there is flexibility to allow students 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 students will be weighed against any health and safety concerns appropriate to the circumstances (e.g. if safety headgear needs to be worn).

### **c. Race**

To avoid disproportionately impacting students 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 student's ethnic origin (natural Afro hairstyles).
- Not banning hairstyles worn because of cultural, family and social customs (e.g. cornrows).
- Not banning head coverings related to a student'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](#)'.

### **d. SEND and medical conditions**

To avoid disproportionately impacting students with SEND or medical conditions, the school will ensure its uniform policy takes into account the needs of these students. This includes:

- Ensuring the school uniform uses soft, stretchy fabrics and avoids intricate buttons or hard seams.
- Allowing variations to the standard uniform for students whose medical conditions may impact how they dress (e.g. students with casts who require loose-fitting clothing or students with hair loss-related conditions who wish to wear head coverings).

Where the needs of these students cannot be met in the standard uniform policy, individual adaptations to the uniform will be considered and permitted wherever possible.

## **6. 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. When a complaint is received, the school will work with the complainant to arrive at a mutually acceptable outcome.

### **7. School Uniform Supplier**

The school's current school uniform supplier is:

Smiths Schoolwear  
25 Station Parade,  
Cockfosters Road,  
EN4 0DW

0203 818 3622

The governing body 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.

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 will not sign contracts with suppliers before requesting visualisations and samples of proposed uniform.

Parents will order uniform online or in store, directly from the supplier. Where the school is proposing to change suppliers, it will reach out to suppliers by October in the determination year.

### **8. Uniform Assistance**

The school will support disadvantaged families in meeting the costs of uniforms. This is dealt with on a case by case basis.

The school will hold second-hand school uniforms for parents to access; access to these uniforms will be made available upon request made to the headteacher.

The Uniform supplier also offers discounts to parents bringing them preloved uniforms, which they then sell at a discounted price.

Parents will be invited to donate their child's uniform when they no longer need it.

### **9. Non-compliance**

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



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The headteacher, or a person authorised by the headteacher, will be permitted to ask parents to remedy breaches to the school's uniform as soon as possible.

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

### 10. School Uniform

The school uniform is as follows:

Item	Required /Optional	Branding	How to acquire	Cost per item
<b>Regular school uniform</b>				
Navy V-neck jumper with school logo	Required	School logo	Smiths Schoolwear	£20.95 to £32.95
White Shirt with collar - long or short sleeved	Required	No branding	Regular retailers	N/A
Grey trousers, shorts, knee-length pleated skirt or full length straight skirt	Required	No branding	Regular retailers	N/A
Plain Navy ankle socks/ knee high socks/ tights	Required	No branding	Regular retailers	N/A
Sensible, plain black shoes (not trainers or boots)	Required	No branding	Regular retailers	N/A
Tie in Key Stage colour	Required	School Colour	Smiths Schoolwear	£4.95
Plain Black belt	Optional	No branding	Regular retailers	N/A
Lanyard - YR colour	Required	School Logo	1st provided by school replacements charged	
<b>PE kit</b>				
Dry-fit PE T-Shirt	Required	School logo	Smiths Schoolwear	£18.50-£19.50
Dry-fit PE Jumper	Required	School logo	Smiths Schoolwear	£24.50-£26.50
Sports Trainers (no high tops or Converse)	Required	Plain - black or white	Regular retailers	N/A
Dry-Fit tracksuit bottoms	Either tracksuit bottoms or shorts required	School logo	Smiths Schoolwear	£21.50-£24.50
PE Shorts	Either tracksuit bottoms or shorts required	School logo	Smiths Schoolwear	£10.90-£12.95
Navy football socks or navy ankle socks or navy trainer socks	Required	No branding	Regular retailers	N/A

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Students may wear plain white vests under their school shirt. No coloured tops, or those with logos will be permitted. The sleeves of the vest must not be longer than the sleeves of the shirt.

### **a. School Uniform**

Parents are responsible for ensuring their child wears their full uniform on the days they are not timetabled core PE.

Shirts should have top buttons tied up at all times and should be tucked in.

Ties should be tied neatly with a small knot.

Skirts should be knee length.

Jumpers must be worn at all times (unless in exceptional hot weather).

Coats will not be worn in the building.

### **b. PE Kit**

Parents are responsible for ensuring their child wears their PE kit to school on a timetabled PE day. On days when they have a club, they bring their kit to school. GCSE PE students will wear normal school uniform unless they have been told they have a practical lesson.

To maximise the time available for PE, by minimising the changing of clothes before/after the lesson, children should come to school on PE days wearing their full PE kit.

A navy blue or black plain long sleeve base layer may be worn under the PE t-shirt in the winter.

Students may choose to wear PE tracksuit bottoms or shorts. Parents can choose to purchase both or either.

Students may wear plain navy football socks or plain navy ankle socks or navy trainer socks with the PE Kit.

Where students bring sports equipment into school eg football, table tennis bats these should be carried in an appropriate bag.

### **c. Jewellery**

The school rules on jewellery are as follows:

- No earrings to be worn - no other piercings are permitted. No clear studs.
- No necklaces are allowed.
- No anklets are allowed.

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- No bracelets or wristbands are allowed.
- A sensible wrist watch may be worn (but must not be a 'smart' watch capable of, for example, accessing the internet or taking photos/video)
- Wearable technology (e.g. a Fitbit) is not allowed.
- Earbuds or pods are not allowed.

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

### **d. Bags**

Students must use the branded Laurel Park School rucksack style bag to carry their books and equipment.

School branded rucksacks are available to purchase at a price which is inline with the cost of other rucksacks.

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

The school will discourage students from bringing valuable bags to school. The school will not be liable for lost or damaged school bags.

### **e. Hairstyles and headwear**

The school reserves the right to make a judgement on whether a student'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 student by virtue of their protected characteristics.

Each individual student'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.

Baseball caps, durags and other headwear are not allowed in school. Plain black or navy blue cultural hair wraps and hijabs are permitted. In summer white hijabs are allowed.

In cold weather students can wear **plain** scarves, winter hats and gloves outside of the building.

Students 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, Science and Technology).

The following hairstyles, hair colours and headwear are not considered appropriate for school:

- Brightly-coloured dyed hair

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- Headwear with bold patterns or colours
- Excessive hair accessories
- Headwear featuring inappropriate words or images

### **f. Make-up and cosmetics**

The school rules on makeup and cosmetics are that the following are not permitted:

- Make up - only light touch is allowed e.g. students can wear make-up that is not noticeable to the observer e.g. light moisturising foundation, light mascara, clear lip balm.
- False nails and nail extensions.
- Nail varnish.
- False eye lashes.
- Temporary tattoos and permanent tattoos.
- Spot patches or unnecessary plasters on faces.

### **g. Coats**

Plain navy, dark grey or black coat (No other coats permitted including denim, fur, leather or brand logos).

Coats are not to be worn in classrooms, or without School Jumpers.

### **h. Lanyards**

Students will be provided with a lanyard in their Year Group colour, and photo ID. These are part of the school uniform and students are required to wear them at all times except in practical lessons.

If students lose their lanyard parents will be charged for a replacement.

## **11. Educational Visits**

In general pupils will be expected to wear full school uniform or PE uniform on educational visits.

For some activities, students will be advised to wear specific clothes suitable for the activity. Residential (and some other educational visits, as necessary): specific kit lists will be shared in advance.

## **12. Labelling and Lost Property**

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

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

The school does not accept responsibility for lost items.

### **13. Confiscated non-uniform items**

The school accepts no responsibility for items lost or damaged following confiscation. More details can be found in the Behaviour Policy.

### **14. Monitoring and Review**

This policy will be reviewed every three years by the Full Governing Body.  
The next scheduled review date for this policy is Spring 2026.

Any changes to this policy will be communicated to all staff, students, parents and other relevant stakeholders.