

Highfield CE Primary School

Uniform Policy 2025



Highfield
C.E Primary School

Approved by: The Governing Body **Date:** May 2025

Last reviewed on: May 2025

Next review due by: May 2026

“Above all, clothe yourselves with love, which binds everything together in perfect harmony.” Colossians 3:14 (NRV)

Statement of Intent

Highfield CE Primary School believes that a consistent school uniform policy is vital for:

- Promoting the ethos of a school.
- Providing a sense of belonging and identity.
- Setting an appropriate tone for education.

For the purposes of this policy, **“uniform”** includes the following elements of pupils’ 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 pupils, is affordable, and provides the best value for money for both 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 dressed in a way that sets an appropriate tone for education.

Legal Framework

This policy has due regard to all relevant legislation and statutory 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’
- 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:

- Public Sector Quality Duty: School clothing respects religious and cultural differences and allows children to fully participate in all curriculum activities.
- Behaviour Policy: Pupils wearing the school uniform can be identified and should reflect the school values.
- Complaints 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, 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.

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.
- 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 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:

- 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.

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.

The school will ensure its uniform policy does not discriminate against pupils with specific protected characteristics.

Gender

To avoid disproportionately impacting pupils 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 pupils of a certain gender to buy additional uniform, e.g. by requiring female pupils to buy both trousers and skirts.
- Not indirectly requiring pupils of a certain gender to buy additional uniform, e.g. by offering football in PE to only male pupils and requiring they buy football boots to participate.
- Not holding pupils of different genders to different uniform standards, e.g. by banning certain hairstyles for only one gender.

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.

Complaints and Challenges

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

The school will refer individuals who wish to complain to the Complaints 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.

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.

School Uniform Supplier

The school's current school uniform suppliers are:

- 'Koolskools' 387 Shirley Rd, SO15 3TS
- Tel: 02380 518408
- Online: Go to www.koolskools.co.uk, 'Buy Fairtrade Uniform' and place your order. There will be a flat delivery charge whether you order just one or multiple garments. Orders will take a maximum of 10 working days to turn around, from the date of order placement (15 working days during the busy June to September period). A 'click and collect' option will be available on the Koolskools website. Prices and delivery charges are on the website.
- 'My Clothing' - Online: Go to <https://myclothing.com/collections/highfield-church-of-england-primary-school-24228>

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

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:

- Consulting an industry body
- 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

- Existing contractual commitments
- Length of tender process
- The school's evaluation process

Uniform Assistance

The school will support disadvantaged families in meeting the costs of uniforms. For parents to claim school uniform assistance, their children should be eligible for FSM. Eligibility will be determined by checking original documents from the relevant authority, detailing receipt of the benefit and the address of the pupil. Families who meet the criteria can contact the school office.

The school will hold second-hand school uniform which will be sold at HSFF events for parents to access. Parents will be invited to donate their child's uniform when they no longer need it.

Non-Compliance

Staff will be permitted to give children a letter, email or phone a parent to inform them that their child is breaching this policy.

Girls' uniform

- Jade sweatshirt or cardigan
- **Grey** skirt, pinafore dress, culottes, knee length (non-sports) shorts or trousers
- White or jade t-shirt/polo shirt or white blouse
- Jade-checked dress
- Black, flat heeled shoes or practical flat open toed sandals with ankle and foot straps (no trainers)
- Optional cap for the summer
- Grey fleece (for outdoor use only)



Boys' uniform

- Jade sweatshirt
- **Grey** trousers, knee length (non-sports) shorts
- White or jade t-shirt/polo shirt or white shirt
- Black, flat heeled shoes or practical flat open toed sandals with ankle and foot straps (no trainers)
- Optional cap for the summer
- Grey fleece (for outdoor use only)



Sports kit for girls and boys in a named PE bag:

(No football or other logos)

- Black shorts
- T-shirt/polo shirt (a change from uniform top)
- Plimsolls
- Children may wear trainers for outdoor PE
- Socks



LONG HAIR MUST BE TIED BACK WITH A BAND

What about jewellery?

We strongly discourage all jewellery for health & safety reasons. Religious or medical exceptions to this should be put in writing to the class teacher. Children with pierced ears must only wear stud earrings at school. These must be removed during PE lessons or if the child cannot remove them safely themselves, not worn to school on PE days. We also discourage the wearing of nail varnish to school.

An analogue watch

Telling the time is not only part of the National Curriculum but is an important life skill that children need to acquire.

Teaching pupils to tell the time is best achieved through daily, regular input from an adult, using a real watch or a clock. Therefore, teaching 'time' in a block of lessons is an extremely challenging task for pupils (and teachers!)

We have noticed that when pupils wear an analogue watch (and parents are engaged in helping their child tell the time) they make better progress. Therefore, we ask that all pupils to please come into school every day wearing an analogue watch. This needs to be inexpensive as the school will not be responsible for any loss or damage that occurs in the school day.

Labelling and Lost Property

Parents will be advised to ensure that all pupils' clothing and footwear is clearly labelled with their name and Surname or at least the surname.

Any lost clothing will be taken to the lost property box in the classrooms. All lost property will be retained for half-term and will be disposed of if it is not collected within this time.

Monitoring and Review

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

The school will engage with parents and pupils when reviewing this policy.

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