

# Uniform policy

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## Contents

1	Introduction .....	3
2	Aims .....	3
3	Our school's legal duties under the Equality Act 2010.....	3
4	Limiting the cost of school uniform.....	4
4.1	School Uniform Supplier .....	4
5	Responsibilities of parents and students.....	5
6	Duties of teachers and staff concerning uniform .....	5
6.1	Form tutors:.....	5
6.2	Subject teachers: .....	5
6.3	AM duty staff .....	5
6.4	Break duty staff.....	5
6.5	PM duty staff.....	5
7	Expectations for our school community .....	6
7.1	Students.....	6
7.2	Parents and carers .....	6
7.3	Staff .....	6
7.4	Trustee board .....	6
8	School uniform requirement .....	7
8.1	Primary phase.....	7
8.2	Secondary phase .....	8
8.3	Sixth form.....	11
9	Enforcement of uniform .....	12

## 1 Introduction

Students are required to wear full school uniform within the school gates and throughout the school day. The 'school day' also includes activities held after school.

Students are required to wear smart uniform when participating in a school-organised event in or outside of school hours, unless specified by the principal, or vice principals.

## 2 Aims

A smart school uniform promotes the following:

- A sense of school pride and ownership of the school
- Sets the appropriate tone for learning
- Identifies the students with the school
- Supports health and safety of the students
- Provides equality amongst students
- Ensures less distraction on fashion and more focus on learning
- Prepares them for a 'business world'
- Adhering to the Department of Education guidance on school uniform: 'The Department strongly encourages schools to have a uniform as it can play a valuable role in contributing to the ethos of a school and setting an appropriate tone.'

## 3 Our school's legal duties under the Equality Act 2010

The [Equality Act 2010](#) prohibits discrimination against an individual based on the protected characteristics, which include age, sex, disability, race, religion or belief, pregnancy and maternity, and gender reassignment.

To avoid discrimination, our school will:

- Make sure that our uniform costs the same for all students
- Allow all students to have long hair (though we reserve the right to ask for this to be tied back)
- Allow students to wear headscarves and/or other religious garments
- Allow students with sensory or physical needs to make reasonable adaptations to their uniform depending on their specific needs
- Allow for reasonable adaptations to our policy on the grounds of equality by asking students or their parents/carers to get in touch with Miss L West, who can answer questions about the policy and respond to any requests. These will be considered on a case-by-case basis

## 4 Limiting the cost of school uniform

Our school has a duty to make sure that the uniform we require is affordable, in line with statutory [guidance](#) from the Department for Education (DfE) on the cost of school uniform.

We understand that items with distinctive characteristics (such as branded items, or items that need to have a school logo or a unique fabric/colour/design) cannot be purchased from a wide range of retailers and that requiring many such items limits parents/carers' ability to 'shop around' for a low price.

We will make sure our uniform:

- Is available at a reasonable cost
- Provides the best value for money for parents/carers

We will do this by:

- Carefully considering whether any items with distinctive characteristics are necessary
- Limiting any items with distinctive characteristics where possible, by only asking that the blazer, worn over the jumper, features the school logo
- Limiting items with distinctive characteristics to low-cost and/or long-lasting items, such as ties, ties are optional.
- Considering cheaper alternatives to school-branded items, such as logos that can be ironed on, as long as this doesn't compromise quality and durability
- Avoiding specific requirements for items students could wear on non-school days, such as coats, bags and shoes
- Keeping the number of optional branded items to a minimum, so that the school's uniform can act as a social leveler.
- Avoiding different uniform requirements for different year/class/house groups
- Avoiding different uniform requirements for extra-curricular activities
- Making sure that arrangements are in place for parents/carers to acquire second-hand uniform items
- Avoiding frequent changes to uniform specifications and minimising the financial impact on parents/carers of any changes

### 4.1 School Uniform Supplier

#### Stevensons Northampton

40-42 Abington Square, Northampton, NN1 4AA

Opening hours:

Monday – Saturday 9:00am – 5:30pm  
(closed on Wednesday)

Telephone: 01604 635828

Email: [northamptonbranch@stevensons.co.uk](mailto:northamptonbranch@stevensons.co.uk)

[www.stevensons.co.uk](http://www.stevensons.co.uk)

(Available online or in-store)

## 5 Responsibilities of parents and students

It is the responsibility of the parents and the students to ensure that correct uniform is worn, adhering to the school uniform policy.

If for any reason correct uniform is unavailable, a note from the parent will need to be brought to school with the student explaining the circumstance.

## 6 Duties of teachers and staff concerning uniform

All staff are asked to support the school uniform policy throughout the school day. A consistent approach is needed to ensure that high standards are maintained. It is the responsibility of all staff to work together to ensure that the uniform is consistently worn to the requirements specified in this document

Senior Leadership Team will have the final say regarding all uniform queries.

### 6.1 Form tutors:

All form tutors should check that correct uniform is being worn. All students will need to have correct uniform before entering and leaving the classroom. Form tutors will contact parents regarding uniform concerns.

### 6.2 Subject teachers:

All subject teachers are asked to meet their students at the door and check that correct uniform is in place before the students enter the classroom. Students should request permission from the subject teacher before removing his/her blazer. Teachers will ensure that students have correct uniform before they leave the classroom as well.

### 6.3 AM duty staff

Staff should check to see that correct uniform is worn before the students enter the main gates (outside Reception).

### 6.4 Break duty staff

Staff should check to see that students are wearing correct uniform during Break. The students are to have correct uniform throughout break. Blazers may only come off if the principal has allowed due to warm weather.

### 6.5 PM duty staff

Staff should check that correct uniform is being worn as the students are leaving school

## 7 Expectations for our school community

### 7.1 Students

Students are expected to wear the correct uniform, at all times, (other than specified non-school uniform days) while:

- On the school premises
- Travelling to and from school
- At out-of-school events or on trips that are organised by the school, or where they are representing the school (if required)

Students are also expected to contact Miss West [lwest@ccs.northants.sch.uk](mailto:lwest@ccs.northants.sch.uk) if they want to request an amendment to the uniform policy in relation to their protected characteristics.

### 7.2 Parents and carers

Parents and carers are expected to make sure their child has the correct uniform and PE kit, and that every item is:

- Clean
- Clearly labelled with the child's name
- In good condition

Parents/carers are also expected to contact Miss West [lwest@ccs.northants.sch.uk](mailto:lwest@ccs.northants.sch.uk) if they want to request an amendment to the uniform policy in relation to:

- Their child's protected characteristics
- The cost of the uniform

Parents/carers are expected to lodge any complaints or objections relating to the school uniform in a timely and reasonable manner.

Disputes about the cost of the school uniform will be:

- Resolved locally
- Dealt with in accordance with our school's complaints policy

The school will work closely with parents/carers to arrive at a mutually acceptable outcome.

### 7.3 Staff

Staff will closely monitor students to make sure they are in correct uniform. They will give any students and families breaching the uniform policy the opportunity to comply but will follow up with the headteacher if the situation doesn't improve.

Ongoing breaches of our uniform policy will be dealt with in line with the school's behaviour policy

In cases where it is suspected that financial hardship has resulted in a student not complying with this uniform policy, staff will take a mindful and considerate approach to resolving the situation.

### 7.4 Trustee board

The trustee board will review this policy and make sure that it:

- Is appropriate for our school's context
- Is implemented fairly across the school
- Considers the views of parents/carers and students
- Offers a uniform that is appropriate, practical and safe for all students

The board will also make sure that the school's uniform supplier arrangements give the highest priority to cost and value for money.

## 8 School uniform requirement

### 8.1 Primary phase

- Navy school sweatshirt or cardigan with the school logo
- Plain white polo shirt
- Grey trousers, grey pinafore dress or grey skirt.
- Grey tailored shorts worn with the white polo shirt or a navy blue and white checked dress (summer)
- School shoes should be plain black and of a low and supportive style.
- Trainers and canvas style shoes are not permitted.
- Socks or tights should be either white, grey, or navy blue.
- Children should wear a coat in a practical and suitable style for school.
- Hair styles must be sensible and appropriate for school with no un-natural hair colourants or shaved designs.
- Hair bands or bobbles should be discreet and in school uniform colours.
- No jewellery should be worn to school, except medical bracelets, stud earrings and a watch.
- All children are required to have a school logoed book bag which can be purchased from the Primary Office directly.

#### Primary PE Kit

- For indoor PE children should wear black shorts and a plain white t-shirt.
- All primary students should have a pair of black plimsolls.
- For outdoor PE, all children require a pair of trainers for outdoor games activities (Velcro fasteners are preferred in Year 1 & Year 2).
- In cold weather plain unbranded black jogging bottoms are required.
- Students should wear a plain unbranded black ¼ fleece and an additional pair of any black PE socks
- Year 1 - Year 6 may also wear a black woolly hat for cold weather and the school black fleece can also be worn for extra warmth.
- All kit must be contained in our own school navy drawstring bag only and clearly marked on the outside with your child's name. (School logoed PE bags are available from the Primary Office)
- Children should not bring rucksacks or other bulky bags as space for coats and bags is extremely limited. Drawstring bags stay on pegs and do not clutter classrooms and corridors.
- Parents are requested to name every item of their child's uniform.

## 8.2 Secondary phase

We have high expectations of all our students and provide them with clear uniform guidelines to follow.

### Blazers

- Black school blazer with school logo, either embroidered, sewn or ironed on.
- Blazers must always be worn in and around the school unless permission has been granted by a senior member of staff. In lessons students may remove their blazer when permitted by the class teacher.
- Students must have the coloured strip that identifies them as a member of a specific house. This strip should be attached to their blazer top pocket
- Rolling-up of the blazer sleeves is not permitted.

### Polos: (Optional Item)

- During Terms 5 and 6 students will be able to wear a plain white polo shirt
- A school blazer should be worn to and from school with the polo top. The blazer may be removed once in lessons when granted permission by the teacher.
- Polos are to be tucked in.

### Shirts:

- All shirts must be white and professional looking.
- All students are to wear collared shirts which are long enough to tuck into trousers or skirts
- All shirts and blouses are to be tucked in.
- Coloured t-shirts which can be seen under the shirt are not permitted
- Shirts made of sheer material are not permitted.

### Trousers:

- Trousers should be black in colour, look professional and are acceptable when the material consists of a polyester blend.
- All trousers are to be ankle length or longer.
- Skinny style of trousers, chinos, trousers of any denim material, and trousers which are 'stuck to' the leg, are not permitted.
- Trousers rolled up are not permitted.

### Skirts:

- Black skirts only.
- Length requirement: (when the student places their hands down to the side of their thigh, the skirt must be 5cm below the middle fingertip)
- Skirts made of jersey or stretchy material are not permitted
- Skirts which do not meet the length requirement, or are ankle length are not permitted

### Ties:

- Optional official school tie can be purchased from the school's uniform supplier.

### Tights and Socks:

- Black tights only are to be worn.
- Socks or tights may be worn with skirts.

- Boys and girls are to wear black socks only.
- Footless tights, leggings/Jeggings or white or coloured socks are not permitted

#### Jewellery:

- All jewellery must be removed for PE lessons.
- One pair stud earring (one in each ear – worn on the ear lobe only) and no bigger than 5mm
- One ring
- One watch (the watch should be discreet and not a fashion item)
- No facial/body/tongue piercings are permitted (If a student comes to school with a visible facial/body piercing, they will be asked to remove the piercing)
- Bracelets not permitted
- Necklaces not permitted
- If a student wants to get a piercing, it needs to be done earlier enough in the summer holidays so that it may be removed during school hours. (The piercing must be removed during term time)
- Charity bracelets which are sold through the school may be worn during the designated week for that specific charity.

#### Shoes:

- Formal school shoes and laces must be black- discreet buckles or fastening on school shoes will be accepted.
- Boots may only be worn for safety reasons when there is extreme weather and only when parents have been notified in writing/email/ text message by the school.
- Canvas shoes; trainers; or any shoes with coloured logos, edging, or different coloured soles are not permitted.
- Shoes that resemble trainers, sandals, boots (please see above), or open-toed shoes, including Nike Air Force 1, are not permitted.

#### Make-Up:

- Only lightly applied natural-looking makeup is allowed.
- It is up to the tutor and Performance Leader to define the terms 'lightly applied' and 'natural looking'. If the tutor and Performance Leader believe it not to be, the student will be asked to remove the makeup in school.
- Clear lip gloss and clear lip balm is allowed.
- Lipstick or lip gloss of any colour, coloured nail varnish, false eyelashes, false or acrylic nails are not permitted.

#### Hair:

- Hair should be tidy and of reasonable appearance.
- All hair colours should be natural-looking.
- All hair bands and hair accessories worn should be plain and navy blue or black. Any clip used to fasten hair should be small and unobtrusive in colour and style.
- Patterns or logos shaved into the hair, and no unnatural hair colours- purples, greens, blues, etc are permitted.

- No coloured hair accessories are to be worn unless they are navy blue or black permitted

#### **Hats, Gloves and Scarves:**

- Hats, gloves, and scarves may be worn to and from school.
- All items are to be removed once entering the school premises for AM Registration and lessons.
- Hats, gloves, and scarves may be worn during Break and Lunch when weather appropriate.
- Head scarves may be worn for religious reasons.
- Hats, gloves, and scarves are not to be worn while in lessons

#### **Coats, Jackets and Hoodies:**

- Coats and jackets may be worn to and from school.
- All items must be removed by AM registration.
- Coats and jackets may not be worn during lessons; however, coats and jackets may be worn during Break and Lunch when weather appropriate.
- Hoodies are not an acceptable item in school. If worn to and from school, they must be removed before AM Registration. (Hoodies being worn during the school day will be confiscated)

#### **Pullover Jumpers (Optional Item):**

- Plain black unbranded V neck jumper.
- Black jumpers do not take the place of a school blazer.

#### **Bags:**

- Students should use a bag for school that is big enough to transport all their equipment for school without damage to this equipment – such as exercise books/ A4 folders, pencil case etc.
- Small bags/handbags that are unable to contain appropriate equipment are not permitted.

#### **Secondary PE kit:**

- Black Polo Shirt with school logo
- Plain unbranded black fleece - zip or ¼ zip
- Plain unbranded black opaque leggings
- Plain unbranded black shorts
- Plain unbranded black joggers
- Plain black socks
- Base Layer of any colour for extra warmth
- Trainers
- Football boots

### 8.3 Sixth form

We expect students to dress appropriately for the modern workplace and follow the Sixth Form dress code. The Sixth Form team and tutors will intervene where dress falls below our expectations.

#### Acceptable Uniform:

- Trousers
- Chinos
- Polo shirts
- Blouses
- Shirts with collars
- Jumpers
- Jackets/Blazers
- Cardigans
- Smart shoes/trainers
- Pullovers
- Skirts (not form fitting and appropriate length)
- Dresses (appropriate length)

#### Not permitted uniform:

There are some items which we consider inappropriate for school including:

- Jeans
- Rippled/Split and camouflage
- Revealing clothes (i.e., open neck/back, short, cropped)
- T-Shirts
- Excessively high shoes
- Flip flops, sliders and Crocs
- Visible facial piercings
- Track bottoms, sports branded clothes & gym attire/shorts.
- Hoodies
- Items with offensive/provocative slogans / adult – themed images / logos
- See-through materials

## 9 Enforcement of uniform

Most students value the uniform and wear it with significant pride. However, a student's failure to adhere to the school uniform policy is a clear breach of the school behaviour code.

Persistent failure to adhere to the uniform guidance will be seen as persistent poor behaviour and will result in a substantial consequence that may include a fixed term exclusion from the school. Other consequences that may be applied include isolation from normal classes until the uniform issues are rectified.

We will stock a supply of uniform items at school which the students will be asked to change into if not wearing proper uniform.

The school also reserves the right to ask students who are not wearing proper school uniform to go home and change. In this instance, parents will be contacted prior to any student leaving the school premises.

Approval for any student not to wear full uniform must be sought, by parents, in writing, directly to the principal or in his absence, one of the vice principals. This will only be accepted when there is an exceptional justification for the student not to wear uniform. If a decision is made to not accept the parental explanation, parents will be contacted directly to help them find an alternative.

In situations where, for whatever reason, there are financial issues which are hindering a parent's ability to provide school uniform, parents are advised to contact the principal's PA. All enquiries regarding financial support will be dealt with sensitively and confidentially and will not be shared with classroom staff or form tutors.