



*Dream, Believe, Persevere, Achieve*

# Cape Cornwall School

## Student Uniform & Appearance Policy

**Dissemination:** Website and O drive

**Date policy approved by Governors:** November 2021

**Date policy becomes effective:** Immediately

**Review date:** November 2023 (Pending)

**Person responsible for Implementation and Monitoring:** Headteacher

**Links to other relevant policies:** Child Protection & Safeguarding Policy, Behaviour Policy

### 1. Introduction

This policy has been put in place to ensure that the school's requirements for student uniform and appearance are aligned with the revised Department for Education Guidance (Statutory and Non-Statutory 2021). This policy complies with the Human Rights Act 1998 and Equality Act 2010 and takes into account key considerations such as safeguarding and health and safety.

Our Governing Body decides what the school rules are for student appearance (including uniform) and how the uniform should be sourced. We believe that our rules on uniform and appearance have a key role in promoting:

- The ethos of the school;
- A sense of belonging, community and identity; □ An appropriate tone for education.

We believe that a consistent standard of appearance and uniform may act as a social leveller by creating a common sense of identity amongst students. It may reduce bullying and peer pressure to wear the latest fashion or other expensive clothes.

In reviewing and implementing this policy, Governors will take into account the views of parents and students when making any significant changes. Governors will also take into account:

- How the rules on uniform and appearance may affect groups represented in the school, especially those who share relevant protected characteristics (sex, religion or belief, race, disability, gender reassignment, pregnancy);
- How comfortable the uniform will be for students;
- How practical the uniform is in classroom settings, including those where practical work is required;
- That reasonable adaptations will be made for extreme weather (hot or cold);
- That the uniform is suitable for students who walk or cycle to school;
- That a PE kit must be practical, comfortable and appropriate to the activities and affordable;

- That the cost of the uniform does not place an unreasonable financial burden on families and would not, for example, prevent a child from a low income family from attending the school. The school's expectations for uniform and appearance are therefore intended to be inclusive so that all students are able to wear the uniform and have the appropriate appearance.

## **2. Religion or Beliefs**

Some religions or beliefs require their adherents to conform to a particular dress code. This could include wearing or carrying specific religious artefacts, not cutting hair, dressing modestly, or covering their head. Students have a right to manifest a religion or belief, but not necessarily at all times, places or in a particular manner.

Where the school has good reason, it may lawfully need to restrict an individual's freedoms regarding uniform and/or appearance. This may include, for example, for the promotion of cohesion or good order, or genuine health and safety or security reasons.

The school will act reasonably in accommodating the needs of different cultures, races and religions, without compromising important school policies such as school discipline and safety.

## **3. Discrimination**

In developing and implementing this policy, the school has carefully considered its obligations not to discriminate unlawfully. For example, the school has lawfully designated different uniform requirements for boys and girls and ensured that these are broadly equivalent in terms of financial cost.

This policy ensures that no particular group (including those with protected characteristics) is impacted unfairly as far as is reasonably possible. In some circumstances, e.g. for students with a disability, the school will make reasonable individual adjustments to the uniform policy.

## **4. Affordability**

The cost of uniform should not prevent a family from applying for a place in our school nor prevent a child from attending. The use of branded items within the school Uniform Policy has been kept to a minimum.

Second-hand uniform items are available on request from the school. Parents wishing to request second-hand uniform should contact their child's Head of Upper or Lower School. The school will accept donations of second-hand uniform providing these are clean and in excellent repair. Parents wishing to donate uniform should contact Reception. The school recognises that second-hand uniform extends the life of garments, reducing the environmental impact of uniform.

Uniform and rules on appearance will be reviewed bi-annually and frequent significant changes will be avoided as these may be expensive for families. Where significant changes are made, these will be phased in to allow students to continue to wear the old uniform for a reasonable period of time. This includes students in Year 11, for whom the purchase of new uniform items in the later stages of the academic year may not be cost effective for families.

The requirement to wear branded items of uniform has been kept to a minimum within our Uniform Policy and is limited to long lasting items wherever possible e.g. the school blazer.

The majority of unbranded uniform items e.g. socks, school shirts and trousers, can be purchased from a range of retailers giving parents choice and value for money.

All school uniform items should be available as machine washable.

## **5. PE Kit**

No student should be unable to participate in school sporting activities because of the cost of PE kit. The use of branded items, and the range of different items of PE Kit in our policy, will be kept as low as possible.

## **6. Uniform Suppliers**

Governors will review the school's uniform suppliers at least every 5 years. In reviewing the suppliers, Governors will take into account the affordability of uniform as well as its quality and durability. The uniform supplier will be required to publish and operate their own complaint procedure in order to manage any parental concerns.

Governors will take into account the accessibility of the provider, ensuring parents can arrange convenient ordering and collection/delivery of school uniform items. This includes the availability of an online shop.

## **7. Hardship**

Parents who are unable to afford school uniform for their child due to financial hardship should apply in writing to the Head of School for financial support from the school's Hardship Fund. Applications from parents with children joining the school will be prioritised as the school recognises that the cost of a new set of school uniform places a higher financial burden on families than the cost of purchasing individual replacement items. The maximum subsidy provided by the school will be 40% of the cost of branded items. The school does not subsidise the cost of unbranded items. Where available, the school will offer clean, good condition second-hand uniform in the correct size as an alternative to financial support. Applications for Hardship Funds must be made prior to purchase and are at the discretion of the Head of School, taking into account the availability of school funding to facilitate Hardship Funding requests.

## **8. Clarity**

The school will ensure that its rules on uniform and appearance are clear and unambiguous and easily accessible to parents via the school website. This is to ensure that parents do not commit to buying costly uniform, or, for example, hair styles or piercings which are not acceptable to the school. The school will ensure that any 'optional' items of uniform are clearly designated as such, and will minimise the use of 'optional' uniform items. The school will also ensure that branded items, or those which have to be purchased from a particular supplier, are clearly indicated.

## **9. Student Non-Compliance**

All students are expected to comply with the school's rules on uniform and appearance. The school believes that all students should comply with these rules, and that non-compliance is unnecessarily disruptive to education. Students with incorrect uniform or appearance will be challenged by staff and expected to rectify their uniform/appearance immediately (where possible e.g. by removing the jewellery or non-uniform item) or as soon as possible where the issue cannot be solved immediately.

Where a breach of uniform or appearance cannot be resolved in school, the student may be sent home to change/correct their appearance. Parents will be informed. In line with DfE guidance, this is not an exclusion and the students' absence will be unauthorised. Confrontational behaviour by students and refusal to follow staff instructions in response to staff requests to correct uniform or appearance is unacceptable and will be managed under the school's Behaviour Policy. Students may be disciplined for breaching the school rules on appearance or uniform, in line with the school's Behaviour Policy.

Where financial hardship has resulted in a student not complying with the school's published rules on uniform or appearance, then the school will take a considerate approach to assist the student and family to resolve the situation.

Where the school has made individual adaptations to the rules on uniform or appearance in response to a child's individual needs e.g. a disability, then the school will ensure that all staff are aware. This includes, wherever possible, supply and temporary staff. This is to minimise the occasions on which a student is challenged about their uniform or appearance.

## **10. Concerns and complaints**

In line with the TPAT Complaint Procedure, parents with a concern about this policy, or the implementation of the Uniform policy, should first contact the school and seek to resolve this concern informally. Where an acceptable resolution cannot be agreed, parents should follow the Complaint Procedure, available on the school website. Hard copies of the Complaint Policy are available on request from Reception.

## Appendix 1: Uniform and Appearance Policy

Cape Cornwall School students wear their uniform with pride. We provide a clear and unambiguous Uniform policy for all students to avoid any need for a negative conversation with a child about their appearance or uniform. Parents are advised that our Uniform policy is always applied fairly and consistently to all students. Where a student is unable to wear the correct uniform for a temporary period of time for a genuine reason (e.g. an injury which prevents them from wearing the uniform), parents should contact their child's Head of Upper or Lower School before the child arrives in school.

The school will always expect students to correct an error in their appearance or uniform without delay. This includes requests for non-uniform items to be removed immediately, in which case they may be collected from Reception at the end of the school day. Refusal to correct uniform or appearance may result in a behaviour sanction.

Uniform	Required Uniform	Unacceptable
Blazer & Jumper	Students must wear the school blazer. A school V-neck jumper is also available and can be worn underneath the blazer.  Students can also wear a plain, navy blue, unbranded, V-neck jumper under their blazer (optional).	Cardigans, crew neck or alternative neck jumpers are not acceptable. Hoodies are not acceptable.
Trousers	Students may wear plain black trousers or knee-length shorts. These must be of a formal/ tailored style that holds a crease. Belts, if worn, must be plain black.	Jeans, leggings, chinos, joggers or other informal styles of trousers or shorts are not acceptable. Visible logos or brand names are not permitted. Baggy shorts, board shorts or casual styles are not allowed.
Skirt	Smart, plain navy blue skirts of an appropriate length (at least 20"), worn at knee level with no splits. The school has a standard skirt available from our suppliers.	Tight or stretchy skirts, skirts with splits, informal styles, styles other than the school skirt are not acceptable.
Shirt	Plain white, long or short sleeved with a collar. Worn tucked in.	Informal styles of shirt or those with logos are not permitted.
Tie	Clip on school tie, in the school colours.	Other colours or styles of tie are not permitted.
Shoes	Plain black shoes or plain black canvas/ trainer style school shoes with black laces (where required). The shoe must cover the foot and be secure when worn.	No visible logos or markings of any colour are allowed. High heels and boots are not appropriate. Strappy or loose styles or flip flops are not allowed.
Socks/ tights	Plain black socks without logos or markings or black tights (at least 40 denier).	

PE Kit	The school rugby shirt/fleece, polo top, skirt or shorts, and school PE socks are required. Trainers: must be suitable for indoor and outdoor use with a white, non-marking sole.	
	In the Autumn and Spring Term, students will also need suitable footwear for football and rugby. Students may wear a base layer of a plain colour under their PE kit. This is optional.	
Jewellery	A wristwatch, one pair of small stud earrings, and one small plain ring are allowed. No other jewellery or visible piercings are allowed.	'Smart' watches, bracelets, bangles, necklaces and other jewellery are not permitted. Facial, tongue and other body piercings are not allowed. Tattoos are not allowed.
Make Up	We prefer that students do not wear make up to school. If make up is worn, it must be discreet and natural in appearance.	Heavy make-up which is obvious and indiscreet is not allowed. Nail varnish and/or false nails are not allowed.
Hair Style	Hair must be smart and worn in a conventional style and should be a single, natural colour.	Dyed hair with colours outside the natural range is not acceptable, nor is hair of more than one colour. Extreme hair styles are not allowed. The definition of an extreme hairstyle is at the discretion of the Head of School.
Coats, hats, scarves	Coats, hats, scarves and other outdoor layers should not be worn inside the school building. Lockers are available for student use to store outside clothing.	
Condition	All uniform items must be clean and in good order. Ripped or dirty uniform is not acceptable.	

**School clothing, equipment and bags** must be free of words, symbols or images which are inappropriate for school. This includes references to political groups, offensive slogans, swear words or references to drugs or alcohol.

#### **Uniform Suppliers.**

All items of uniform are available from [www.price-buckland.co.uk](http://www.price-buckland.co.uk)

**Second Hand Uniform:** second hand uniform may be available from the school, email [cape@tpacademytrust.org](mailto:cape@tpacademytrust.org)