

POLICY



School Uniform Policy

Senior Team Responsibility:
Assistant Principal

Reviewed:
Sept 2024

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Statement of intent

Casterton College 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.

In writing and updating this policy, we have sought to:

- Engage with parents and pupils.
- Consider how this policy might affect groups represented in the school, especially those who share protected characteristics as defined by the Equality Act 2010.
- Consider how comfortable the uniform will be for pupils.
- Take a sensible approach to allow for exceptions to be made, e.g. during adverse weather.
- Ensure that the uniform is suitable and safe for pupils who walk or cycle to school.
- Choose a PE kit which is practical, comfortable, appropriate to the activity involved and affordable.
- Ensure the policy is easy to access and understand.

1. 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 (2024) 'School uniforms: guidance for schools'
- Equality and Human Rights Commission (2022) 'Preventing hair discrimination in schools'

This policy operates in conjunction with the following school policies:

- Behaviour Policy

2. Roles and responsibilities

The governing board is responsible for:

- Establishing, in consultation with the principal 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.
- 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 principal 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 a uniform card 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 principal 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.

3. 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.

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

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.

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.

4. 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 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 assistant principal 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 pupils with specific protected characteristics is outlined below.

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.

The school will implement a gender-neutral uniform, meaning that pupils 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 pupils are supported to access the uniform that best reflects their gender expression in line with the LGBTQ+ Policy.

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 head-gear 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:

- 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.

5. Complaints and challenges

The school will endeavour to resolve all uniform complaints and challenges locally and informally. When a complaint is received, the school will work with the complainant to arrive at a mutually acceptable outcome.

The school will refer individuals who wish to complain to the Complaints Procedures Policy and request that they follow the procedures outlined therein.

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.

6. School uniform supplier

The school's current school uniform supplier is:

Shotbowl Ltd
Unit 2 Blenheim Way
Northfields Ind Est
Market Deeping
Peterborough
PE6 8LD

Tel: 01778 348788 Email: shop@shotbowl.com

7. Uniform assistance

The school will support disadvantaged families in meeting the costs of uniforms. The budget for the school uniform assistance scheme will be derived from pupil premium funds.

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 will be asked to contact the school finance office via enquires, who will then inform our provider (Shotbowl). Each child is entitled to one uniform bundle as described below;

One Blazer, one pair of trouser or a skirt, one tie, pack of 2 pinstriped blouses (girls) one pair of PE shorts or a skirt, one Polo shirt, one rugby shirt or hoodie and one pair of PE socks.

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

8. Non-compliance

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

If a student is not conforming to the uniform code:

- They will be required to correct the issue
- They will be given a verbal warning and issued with a uniform card with a date to correct it by
- an email/phone call home will be made

These are not sequential; any may be applied depending on the circumstances. All incidents are logged on the schools behaviour management system

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

Clothing

The school uniform is as follows:

Blazer: Black with College logo on breast pocket

Grey Trousers: A formal style either a shaped leg, boot cut or standard fit. Tight fitting trousers are not permitted. Trousers should be worn fastened at the waist. Jean material is not allowed

Skirt (optional item): Grey skirt, stitched down pleat, ankle length – closer to ankle than the knee

Shirt: Standard white or fitted with a collar, to be worn with the College Year tie (year 7 & 8 Blue and Gold, Years 9, 10 and 11 Blue and Black). Shirts must be worn tucked into trousers or skirt and have a top button that allows the College tie to be worn correctly

Blouse (optional item): Short sleeved grey and white pinstriped cotton fitted shirt with reverse collar. To be worn tucked into trousers or skirt

Tie: Lower school (7&8) Blue and Gold, Upper School (9/10 & 11) Blue and Black

Jumper/Cardigan: Black V-neck, long sleeve, plain knitted, only worn with blazer. Cardigan V-neck, with black buttons, to be worn done up and with blazer

Socks/Tights: Black and plain, ankle length or longer. Plain black or natural tights are also acceptable

Belt: Formal, black and plain, no decorative buckles.

Shoes: Should be smart black (natural or synthetic leather) and worn at all times. No other materials are allowed. Students are not permitted to wear trainers or open footwear.

At lunchtimes students may wear trainers when taking part in sport, however, these should not be worn inside the College buildings.

House Pin: House colour pin to be worn on the left lapel of College blazer.

Outside Coat: Should be a dark colour but it is recommended that the student has something reflective about their person for the darker mornings and evenings. Denim, leather (or imitation) or suede are not suitable. Coats are not permitted to be worn in the classroom.

Hat/Scarves: Hats and scarves are allowed only in extreme weather conditions. They are not to be worn inside the school buildings.

PE kit

Shorts: Royal/Navy Blue – CCR logo

Skort (optional item): Royal/Navy Blue – CCR logo

Polo Shirt: Royal/Navy Blue – CCR Logo OR a plain white T-shirt

Socks: Royal Blue

Hoodie: Royal/Navy Blue – CCR Logo

Games Top: Royal/Navy Blue – CCR Logo (to be worn for rugby)

Additional Equipment: Football Boots, Shin Pads and Gum Shield

Parents are responsible for ensuring their child brings their PE kit to school when needed.

Jewellery

The school rules on jewellery are as follows:

Permitted Jewellery:

- One wristwatch
- One small plain ring
- Stud earrings. Students can wear more than one pair; however, these must be studs.
- One small nose stud (hoops are not permitted)
- One small necklace
- One small bracelet

Prohibited Jewellery:

- Sleepers, stretchers, plugs, hooped or dangled earrings.

No visible tattoos (note; it is against the law for a person under the age of 18 to be given a tattoo).

Due to health and safety regulations, all jewellery is to be removed before taking part in a sporting activity and other practical subjects (ie Design Technology). Refusal to comply will result in disciplinary action.

Pupils will be advised that jewellery is their personal responsibility and not that of the school. Lost or damaged items will not be refunded.

Bags

Pupils must use an appropriately-sized bag to carry their books and equipment. It must hold A4-sized workbooks comfortably without causing any damage.

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

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

Hairstyles and headwear

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

Pupils 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.

Makeup and cosmetics

The school rules on makeup and cosmetics are as follows:

Nail Varnish: Students must have natural colour nails. Gel/acrylic nails are allowed to be worn but must be short in length (as a matter of Health & Safety) and a natural colour. If we deem nails too long or painted in bright, unnatural colours, they will be asked to get them removed.

Make up: Make up should be very subtle. Pupils wearing excessive makeup will be required to remove it.

9. Adverse weather

All pupils will be advised to wear weather-appropriate clothing.

Pupils will be advised not to wear any jumpers or blazers during heatwaves. If outside during break times, pupils not wearing sun-safe clothing will be advised to stay in an area protected from the sun, or spare clothing is provided.

10. Labelling and lost property

Parents will be advised to ensure that all pupils' clothing and footwear is clearly labelled with their name and year group.

Any lost clothing will be taken to the lost property in the Student Services.

11. Monitoring and review

This policy will be reviewed annually by the chair of governors and the assistant principal. The next scheduled review date for this policy is September 2025.

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.