



# School Uniform Policy

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Governors' Sub-Committee	<b>Students, Parents &amp; Community</b>
Statutory Policy	<b>No</b>

Signed: 

**Chair of Governors**

Date: **February 2016**



## **Rationale**

We believe that pupils achieve at their best in a purposeful, interesting and challenging school. Teaching and learning are of prime importance. However, pupils' attitudes to learning and education and the promotion of a structured learning environment are vital. School uniform supports the development of a positive approach to learning and contributes to a strong, cohesive school identity which all pupils can relate to. The wearing of school uniform also protects pupils from social pressures to dress in a particular way and influences the wider public perception of the school.

## **Context**

Higham Lane School has a proud tradition and our distinctive uniform is part of that tradition.

Pupils transfer to Higham Lane from a number of schools. It is important that they develop allegiance to Higham Lane School and identify with the School's ethos. We are proud of the multi-ethnic, comprehensive nature of Higham Lane School and celebrate cultural diversity.

We do not discriminate and welcome all students regardless of faith or belief. However, the school must also weigh the needs and rights of individual students against the promotion of cohesion and the health and safety concerns of the entire school community. Parental complaints regarding equality and discrimination will be dealt with on a case-by-case basis and in accordance with the school's complaints procedure.

The individual's rights must be balanced against the community's best interests. Most religious requirements will be met within the schools' uniform policy. It is possible that individual students may have a need to make some minor adaptations on the grounds of their religion. Adjustments made to conform to the requirement of mainstream religions e.g. head coverings are perfectly acceptable as long as this is in line with the students stated religion. We will aim to satisfy the dress obligations of mainstream religious traditions only; the religion must be in line with that stated on the data checking sheet. It should be noted that the school considers trousers to be a gender neutral option. Any other requests for adjustments to the uniform requirements, including on religious or gender grounds, should be made in writing to the Headteacher by the parents/carers.

We believe that there are practical advantages for parents/carers in the existence of a school uniform.

## **Principles**

- School uniform is intended to be smart, conventional and free from fashion extremes.
- School uniform is also worn to help identification of pupils and to create a more secure establishment.
- School uniform will be worn by all years.
- All items of clothing in our school uniform shall be 'school wear' not fashion items.
- The School will endeavour to ensure minimum cost is incurred to achieve an acceptable standard.
- The Headteacher's decision on suitable items will be final.
- The School will adopt a rigorous programme to maintain school uniform and will enforce these standards consistently.
- We will regularly review uniform items to ensure that they are of good quality and value.



### **Role of Parents/Carers**

We ask that all parents/carers support the school uniform policy. We believe that parents/carers have the duty to send their children to school correctly dressed and ready for their schoolwork. One of the responsibilities of parents/carers is to ensure their child is wearing the correct uniform and that it is clean and in good repair.

### **Role of Students**

Our students are expected to be excellent ambassadors for the school both in behaviour and in appearance. Students are expected at all times to wear full school uniform. Any student not appropriately dressed will be required to change into the stated school uniform. New and clean school uniform including shoes are kept in Students Services for this purpose.

### **Role of School Staff**

School staff are required to have the highest expectations of students with regard to their uniform and to consistently challenge those who do not meet the standards. In particular Form Tutors and Progress Leaders are required to log uniform infringements and contact parents as appropriate. School staff should follow the school behaviour policy should a student refuse to dress in the stated school uniform. This may involve isolating the student until the problem is rectified. The Headteacher may ask a student to go home and remedy a breach of the school's rules on appearance or uniform. Age and vulnerability should always be considered when making these decisions. The availability of the child's parents and the time it will take are also to be considered.

### **School Uniform, Jewellery and Hairstyles**

Higham Lane School is first and foremost, a place of learning. We have a proud tradition and our distinctive uniform is part of that. With that in mind, students are expected to follow the rules below. Parental/carer support is essential in ensuring our focus is on learning and achievement. Your support is anticipated and greatly-appreciated.

#### **1. Uniform – PLEASE MARK EVERY ITEM WITH YOUR CHILD'S FULL NAME**

##### **a. Blazers**

All students must wear the official school blazer in school and on their way to and from school. Sleeves must be worn at the full length, they must not be rolled up or pulled up.

##### **b. Coats**

A plain, full-length black coat or anorak, covering the top of trousers/skirts.

Unacceptable items include: Coats of any other colours; leather or leather-look jackets or coats; hoodies; tracksuit tops; fleeces; sweatshirts; jackets; denim jackets; coats containing large wording; camouflaged, patterned coats; markings, symbols or stripes; coats with excessive, unnecessary zips; coats from sports teams, any other leisurewear.

Please note that a jacket is an item that fits mid-stomach and tends to be lighter and less insulating than a coat. An example of such an item is the 'Harrington jacket' which is defined by its checked lining. Jackets of all types are not allowed.

##### **c. Shirts/Blouses and Ties**

Plain red shirt or blouse tucked in please. Higham Lane clip-on tie only (old style ties are no longer sold by uniform suppliers as they are not allowed); top button done up on shirt, please. Higham Lane polo shirts in summer term, with collar down, sleeves not rolled up and no t-shirt or chains showing.



d. Sweatshirt and Sweater

Official Higham Lane plain, black, V-necked sweatshirt or sweater with embroidered Higham Lane School logo. **Unacceptable items include:** any other sweater, sweatshirt, jumper or cardigan.

e. Trousers/Skirts

**Boys:** Plain black, polyester trousers in good condition, not fraying. They should be tailored and suitable for business wear.

**Unacceptable items include:** cords, cotton or denim or flares. Trousers that are skin-tight and also limit the ability to tuck shirts in.

**Girls:** Skirt: Plain black official Higham Lane School skirt with School logo. This skirt is knee length and should not be worn higher in School. No other skirts are acceptable. Trousers: Plain black official Higham Lane School trousers with School logo. No other trousers are acceptable.

**Unacceptable items include:** cords, cotton, denim or flares. Trousers that are skin-tight and also limit the ability to tuck shirts in.

f. Belts

Plain black belt only. **Unacceptable items include:** belts of other colours; large buckles and patterned belts.

g. Socks/Tights

Plain black or grey socks only should be worn with trousers. Plain black opaque or flesh coloured tights or plain black ankle socks should be worn with the skirt. No socks with lace trims or frills are allowed.

h. Shoes and Boots

Flat-heeled, plain, smart black leather or leather-look shoes.

Plain, smart, ankle-height, black leather or leather-look boots.

Shoes and boots should be worn with trousers covering ankles and have only black laces.

**Boots cannot be worn with skirts.**

**Unacceptable items include:** trainers - this includes plain black training shoes that look like shoes. Training shoes tend to have a sports logo and/or brand on them such as Adidas, Nike, Puma, Lonsdale and Umbro. They also have a rubber sports sole. These types of shoes are **not** acceptable. Leisure trainers and/or casual shoes such as Vans and Converse are also **not** acceptable. High-heels, shoes with coloured sections. Suede shoes or boots. Pumps. Canvas shoes or boots. Boots above ankle-height, particularly military-style, construction worker-type, Dr Martens etc. Coloured or multi-coloured laces. Please see School website for further information.



#### i. Hats

Hats should not be worn on the school site. Separate instructions will be issued to students during excessively cold or sunny weather.

#### j. Scarves

Scarves should not be worn inside the buildings.

Students who attend school in incorrect uniform, including unacceptable footwear, will be lent the correct item from Student Services. Refusal to wear these items will result in the student being placed in Isolation. Repeated refusal may result in the student being sent home until they wear the correct uniform. Please note it is not acceptable for students to be excused from wearing the correct uniform because they are waiting for a repair or for items to be delivered. Alternative footwear for medical reasons may be considered but this is at the School's discretion.

### 2. Make-up

Years 7 and 8 are not allowed to wear make-up. Years 9, 10 and 11 can wear a discrete amount, but may be asked to remove excessive amounts. Eyeliner flicks are not allowed. Students refusing to remove make-up will be placed in Isolation and parents/carers will be contacted. Coloured nail varnish and/or false nails are also not allowed.

### 3. Jewellery

No jewellery other than a watch, school badges and one, small, plain ear stud per ear may be worn. Other piercings such as spacers, lobes, forward helix and industrial piercings are not allowed. The School decision on this is final. If a student is unsure about the suitability of a piercing, they should check with their Progress Leader before having it done. The wearing of jewellery in PE is not allowed for health and safety reasons. PLEASE NOTE: necklaces and jewellery should not be worn.

PLEASE NOTE: it is not an acceptable excuse for a student to ask to wear unapproved jewellery to prevent a pierced ear or nose from closing up. Covering piercings with a plaster or other item is not acceptable. In these circumstances, a student refusing to remove an item of jewellery will be placed in Isolation and parents/carers will be contacted.

### 4. Hairstyles

Long hair should be tidy, should not cover the eyes and should be tied up for health and safety reasons during certain lessons such as PE, Science and Technology.

Hair slides/bands/scrunchies should be plain in colour and design. No other hair accessories such as bandannas, flower garlands or flowers are allowed.

**Parents/carers should not allow their children to have hairstyles that break the rules during term time. If these instructions are not followed, students will be placed in Isolation and parents/carers contacted.**

Please bear in mind that hair dyes take several days to wash out and tramlines take several days to grow back. Please save experimentation to the summer holiday!



**Not acceptable:** Colouring that stands out and is obviously different from the student's natural hair colour (eg pink, blue, green, red etc.); tramlines; shaved areas that leave hair at different lengths; hair shaped into patterns.

Please be aware of recent trends where the sides and back of the head is cut short leaving a distinct line/edge between that area and the rest of the hair (sometimes known as an 'undercut' or 'disconnection'. This type of haircut is not allowed.

Thank you for your assistance in supporting smart appearance in Higham Lane students. I hope you will agree these are simple, straight-forward expectations. By encouraging your child to follow these rules, we can all focus on teaching and learning and achievement, not waste time phoning you about the colour of a coat or hairstyle. You have agreed to send your son/daughter to this school. Adhering to our dress code is essential. Inappropriate items will be confiscated from students, where appropriate and students will face further sanctions if they refuse to comply with these rules.

Thank you for your support.

### **PE Kit**

The PE kit is **not available** from our two current uniform suppliers, The Schoolwear Centre and Matchfit Kit. It is **only available** from Sporting Touch, Unit 12 Alliance Close, Attleborough Fields Industrial Estate, Nuneaton. Tel : 02476 351490. The kit can be purchased at the shop or online at [www.sportingtough.co.uk/73-hls](http://www.sportingtough.co.uk/73-hls). The kit can also be viewed on the school website.

### **Girls (compulsory)**

- Training shoes, clean and appropriate for indoor use.
- Red/black shorts with HLS logo
- Red/black polo shirt with HLS logo
- Red/black sports socks with HLS lettering
- Red/black hoodie with HLS logo

### **Optional**

- Plain, black track suit bottoms
- Red baselayer

### **Years 9, 10 and 11**

- Higham Lane sports leggings with logo (no other leggings are allowed)

(We would recommend all of the above optional items as a lot of the lessons are outside)

### **Boys (compulsory)**

- Training shoes, clean and appropriate for indoor use.
- Football boots.
- Red/black polo shirt with HLS logo
- Red/black shorts with HLS logo
- Reversible rugby top
- Red/Black sports socks with HLS lettering.

### **Optional**

- Plain, black track suit bottoms
- Red/black hoodie with HLS logo
- Red baselayer



(We would recommend all of the above optional items as a lot of the lessons are outside)

**Please mark every item with your child's full name.**

All students are expected to have the compulsory items for the first PE lesson.

### **Practice and Procedures**

The monitoring of pupils with regard to compliance with our rules relating to School Uniform, Jewellery and Hairstyles is the responsibility of all teaching staff within the school. Parental/carer support for these rules is also essential in ensuring our focus is on learning and achievement. Form tutors play a key role, in particular, in ensuring that pupils are adhering to these rules and challenging pupils who are not complying with these rules in order to give them the opportunity to remedy the situation. Teaching staff are also expected to check uniform especially at the start of the day when they encounter pupils around the school, as pupils enter and leave their lessons and whilst lessons are in progress.

Pupils who do not comply with these rules and cannot remedy the situation immediately (for example, if they do not have the correct uniform with them), will be lent the correct item from student services. Refusal to wear the correct item or to remedy the situation i.e. remove jewellery may result in the student being placed in isolation. Repeated refusal to comply with the school rules regarding uniform, jewellery and hairstyles may result in the student being sent home until they wear the correct uniform.

The School is also within its rights to send a pupil home to change and then return to school and may choose to do so.

In addition to changing into the correct uniform or removing unacceptable items, students who break the school rules regarding uniform, hairstyles and jewellery may also expect a sanction. The nature of the sanction will depend on the rule broken and whether the student is a regular offender.

### **Monitoring, Evaluation and Review**

Our Uniform Policy will be kept under constant review by the Headteacher and Senior Leadership Team, particularly in the light of staff, parents' and pupils' feedback. Any major changes to our uniform policy will be consulted upon with parents (current and prospective), pupils, governors, staff and other stakeholders. The Governors' Students & Parents Sub Committee will review this policy biennially and will provide a forum for discussions regarding changes to the policy and for the review of any complaints made by parents.

### **Links to Other Policies**

Behaviour for Learning Policy



### **School Uniform Policy Addendum- Face Coverings- August 2020**

The Government has said that these are not required in schools, except when the school is in a 'lockdown' area, but that a school can make its own decision on this.

We have said that students and staff may choose to wear a face covering if they wish to. It is entirely optional. They don't have to. Our thinking on this is based on the fact that we are keeping year groups separate from one another and limiting movement around our site, which some schools are not.

Students wearing a face covering must wear a plain colour covering made from a material that is comfortable and breathable, such as cotton. Bandanas, scarves or face masks with lettering and logos should not be worn. Face coverings must be worn appropriately. They must be removed in lessons. Students must bring a clear plastic bag to place the face covering in, when it is not being worn.

Advice on face coverings can be found here:

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

Disposable face coverings can be worn. We will provide bins for the safe disposal of these.

We are asking parents/carers to ensure that face coverings are washed on a daily basis.

We will keep this matter under review.