



Date Adopted: Summer 2024

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# **Quadring Cowley and Brown's Primary School School Uniform and Equipment Policy**

*At Quadring Cowley & Brown's Primary School we strive  
'to nurture and inspire all children to be well-rounded, confident and  
resilient individuals who love learning and are ready for life beyond  
school.'*

*Article 3- The best interests of the child must be top priority in all actions regarding children.*

### **Statement of Intent**

At Quadring Cowley and Brown's Primary School we constantly strive to create an inclusive culture which promotes equality of opportunity for all, along with a shared sense of belonging for those who work at, learn in and use our school community.

We aim to ensure that no child is discriminated against due to their religion or belief, economic circumstances or social and cultural background. This policy contains provisions to meet these objectives and has been created with health and safety, value for money and practicality at its heart. Equality and Equity are an inherent of our values and vision and therefore, all aspects regarding the needs of a pupil will be taken into account and we will consider all protected characteristics of individuals when making decisions about school uniform.

In this regard, the school prides itself on wearing a set school uniform that provides a sense of identify and belonging as part of our Quadring Primary School Team. We believe that wearing a smart and practical uniform allows all children, regardless of their backgrounds, to feel equal to their peers and confident in their appearance.

This policy sets out the expectations that all children should wear school uniform when attending school, and at relevant times when participating in a school-based organised event outside normal school hours. We also believe that during certain school activities children may need to wear specialised and appropriate clothing (including organised events outside normal school hours).

### **Aims of the Policy**

Our Policy aims to inform parents/carers of the uniform requirements and expectations at Quadring Cowley and Brown's Primary School and to provide reasons for these requirements.

Our policy is based on the belief that a school uniform:

- promotes a strong, cohesive school identity that supports high standards
- instils pride in being part of our school community;
- provides a sense of belonging
- supports positive behaviour and discipline
- is practical and distinctive
- identifies the children with the school
- is not distracting in class and protects children from social pressures to dress in a particular way
- makes children feel equal to one another in terms of appearance
- nurtures cohesion and promotes good relations between different groups of pupils
- reflects the sense both of community and diversity that the school takes pride in
- and above all, we believe that school uniform supports effective teaching and learning.

### **Roles and Responsibilities**

The Governing Board is responsible for:

- in consultation with the Head Teacher and school community, establishing a practical and smart school uniform that accurately reflects the school's vision and values.
- Ensuring that equal opportunities are considered regarding the school's uniform and that no person is discriminated against.

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- Listening to the opinions and wishes of parents/carers, pupils and the wider school community regarding changes to the school's uniform.
- Ensuring that the school's uniform is accessible and affordable.

### **The Head Teacher and Senior Leadership (SLT) are responsible for:**

- Enforcing the school's uniform on a day-to-day basis.
- Ensuring that school staff understand this policy and know what to do if a pupil is in breach of the policy.
- Listening to the opinions and wishes of the school community regarding the school's uniform and making appropriate recommendations to the Governing Board.
- Providing pupils with exemptions as appropriate e.g. for a pupil who has a broken arm and requires a loose-fitting top.
- Contacting parents/carers who persistently do not wear the correct uniform and inform parents via letter that their child(ren) have not adhered to the school policy.

### **Teaching and support staff are responsible for:**

All staff working at the school are expected to present a smart and professional appearance and set a good example in terms of dress.

All staff are expected to remember that in our respective roles we serve the local community as a set of professionals.

All staff are expected to wear appropriate clothing and footwear when teaching PE lessons.

All staff are also responsible for:

- Ensuring that pupils dress in accordance with this policy at all times.
- Taking appropriate action when pupils are in breach of this policy.
- Ensuring that pupils understand why having a consistent and practical school uniform is important e.g. to establish school identity.
- Reminding children to wear school uniform. The class teacher will speak to children who do not wear the correct uniform. If they still are not wearing the uniform they are to be referred to the Head teacher or member of the Senior Leadership Team.
- All staff are required to bring to the attention of the head teacher/senior leadership team any issues regarding school uniform.

### **Parents/carers are responsible for:**

We ask all parents/carers who send their children to our school to support the school uniform policy. We believe that parents/carers have a duty to send their children to school correctly dressed and ready for their daily schoolwork. If parents are unsure if an article of clothing adheres to the uniform policy they should consult the school first before purchasing.

Parents/carers should ensure that their child has the correct uniform, and that it is clean and in good repair. Parents/carers should ensure all items of uniform, PE Kit and school equipment are named clearly. Parents/carers will be required to acknowledge their responsibility in this respect in the home school agreement and to agree to uphold the uniform policy of the school.

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The school welcomes children from all backgrounds and faith communities. If there are serious reasons, for example religious objections, why parents/carers want their child to wear clothes that differ from the school uniform; the school will look sympathetically at such requests.

Similarly, should an item of school uniform prove problematic for a pupil with disabilities, then parents are invited to draw this to the attention of the Head teacher. The school will support pupils with disabilities. Medical evidence must be provided to support these decisions.

We ask parents/carers to equip their children with the necessary uniform and school equipment. If a child attends school without the correct uniform, we will ask the parents the reasons behind this and request that the next day they make sure their child leaves home with the proper uniform on. If the issue is not rectified a further request will be made in writing. If a pupil repeatedly infringes the school's policy on uniform or appearance, the parents/carers will be expected to attend a meeting with the Head teacher to discuss the reasons behind this. We ask all parents/carers to ensure that they come to school in uniform everyday unless there are special circumstances such as non-uniform days.

Pupils are responsible for:

- Wearing the correct uniform at all times, unless the Head Teacher has granted an exemption.
- Looking after their uniform as appropriate.
- Respecting why a school uniform is important to the school e.g. to develop a sense of belonging.

### **Cost and Availability**

In accordance with the School Admissions Code, Quadring Cowley and Brown's Primary School ensures that the School Uniform Policy does not discourage parents/carers from applying for a place for their child.

The school is committed to meeting the DfE's recommendations on costs and value for money. Every care is taken to ensure that our uniforms are affordable for all current and prospective pupils, and that the best value for money is secured through reputable suppliers.

Although we do use reputable suppliers that logoed school uniform can be purchased from, this is the choice of parents/carers. Parents/Carers do not have to purchase school logoed uniform for their child. We support parents/carers to purchase school uniform from any supplier as long as the uniform meets our school policy requirements in terms of colour, suitability, practicality and safeguarding.

At Quadring Primary School we ensure that assistance is provided to parents/carers struggling to meet the associated costs of purchasing school uniform.

### **School Uniform Dress Code for all children (Reception – Year 6)**

The expected and required uniform is:

- Black closed toed shoes,
- Sandals, heels and boots are not permitted. We define the boots as: a sturdy item of footwear covering the foot and ankle, and sometimes also the lower leg
- Black or grey trousers, shorts, skirt or Pinafore dress,
- Yellow and white checked dress with white socks (more suitable for Spring/Summer Terms)
- Yellow polo shirt (Quadring logoed or plain is acceptable),
- Black cardigan (Quadring logoed or plain is acceptable),
- Black sweatshirt or black jumper (Quadring logoed or plain is acceptable),
- Fleeces need to be black and can be school logoed or plain and a sensible coat, appropriate for the season, is perfectly acceptable.
- Grey, white or black socks (multi coloured socks, or socks of different colours being worn at the same time is not permitted)
- Grey or black tights only with pinafores or skirts.
- White tights only with yellow and white checked dresses.

### **Exceptions to the school uniform dress code**

In some instances there may be a medical reason for certain clothing or footwear to be worn. These are exceptional circumstances and parents must provide medical evidence to the Headteacher if their child is required to wear anything other than normal school uniform or footwear stated in this policy. The Headteacher will make the final decision in these matters based on the evidence provided.

If pupils are not wearing the correct school uniform including footwear:

1. A reminder will be given by the Class Teacher to the pupil. The Parent/Carer is contacted immediately to ask for a reason why their child is not in school uniform and may be requested to bring the correct school uniform to school for their child to change into if the reason is not deemed appropriate. The parent/carer may be contacted at the end of the school day depending on the situation.
2. If there is a second occurrence, without an acceptable reason, the Headteacher will contact the parent/carer for an explanation and give a reminder of the school uniform policy.
3. If this continues a further letter will be sent home to parents/carers and they will be invited into school for a meeting with the Headteacher to discuss the reasons for this and any next steps required.

### **Physical Education/Physical Activity Kit**

Our Physical Education (PE) policy states; "We expect pupils to change for PE into the agreed clothing for each activity area. The governing board expects the teachers to set a good example by wearing appropriate clothing when teaching PE. The policy of the governing board is that no jewellery is to be worn for any physical activity".

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Appropriate clothing for PE is as follows;

- Trainers (any colour as long as they are suitable and practical)
  - White T-shirt,
  - Black shorts
  - PE Bag (a carrier bag is not policy)
  - Tracksuit in cold weather; Sport/jogging bottoms, sweatshirt/jersey
  - Swimming Kit for girls; one piece swimsuit, hat (optional), towel, swim bag.
  - Swimming Kit for boys; trunks or swim shorts (must be above the knee), towel, swim bag
- PE kit must be in school, every day.

If pupils do not have appropriate PE kit in school:

1. A reminder will be given by the Class Teacher to the pupil. The pupil is given spare kit if available so they can take part. The Parent/Carer is reminded during pupil collection at the end of the day.
2. If there is a second occurrence, without an acceptable reason, a reminder and warning by the Class Teacher will be given to the pupil. Pupil is given spare kit if available so they can take part, and parents/carers will be communicated with either via email or letter sent home.
3. If this continues the Pupil is given spare kit if available so they can take part, a further letter will be sent home to parents/carers and they will be invited into school for a meeting with the Headteacher to discuss the reasons for this.

### **Labelling of School Uniform and Equipment**

School staff encourage good organisation of clothing and footwear, for example, designated spaces for children to keep belongings in and checking of labels. However, all pupils' clothing, footwear and equipment must be clearly labelled with their name.

Clothing and footwear are the responsibility of the pupil and not the school. The school cannot accept responsibility for any lost items.

If a child goes home in another child's clothing by accident, for example, their jumper, parents/carers should send the clothing not belonging to them back into school to their child's class teacher.

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

### **Jewellery, Headwear and Hairstyling**

#### **Jewellery**

On health and safety grounds, we do not allow children to wear jewellery to school (except for small studs and watches). We do not allow headwear to be worn during class time or inside school buildings, except for religious or medical reasons.

Earrings must be removed for all physical activity however, if your child is unable to remove studs by themselves, these must be removed before coming to school on PE days and if earrings are not

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able to be removed for other reasons, these should be taped before school by a parent/carer/guardian before coming into school and the parent/carer should inform the Class Teacher of the reason why.

Earrings are pupils' responsibility if removed for physical activity. The school will not be held responsible for any items of jewellery lost at school or during PE lessons. If parents wish to have their child's ears pierced they are requested to do so at the beginning of the summer school holidays.

Parents/Carers who allow their child to have their ears pierced during term time are responsible for their child missing any physical education activity that their child cannot take part in if this presents as a health and safety risk, and this will be reported on the pupil's personal file. The Headteacher will also send a letter home with regards to this.

No other body piercings are allowed.

### **Hairstyles and Headwear**

The school does not permit children to have extreme haircuts that could serve as a distraction to other children and are not in keeping with the ethos of the school. This includes patterns shaved into the hair, excessive use of hair products and hair extensions. Brightly coloured or very visible extreme dyed hair is not permitted. The definition of an extreme hairstyle is at the discretion of the Head teacher.

Additionally, large bows or hair accessories designed to hold hair in a ponytail design or for cosmetic decoration are also not permitted. Any hair grips or hair bands should be in the school uniform colours.

Any child with long hair (shoulder length and longer) **MUST** have their hair tied back. This includes long fringes or hair that covers a child's eyes. Long hair presents as a health and safety hazard during physical activities and also can impede children's vision and stops them from being able to see clearly. It is also a health hazard at lunchtimes when the children are eating their lunches.

As children may be involved in physical activities or active learning throughout the school day at any point, including playtimes and lunchtimes, they need to have their hair tied back at all times, if it is long enough to be tied back.

At the Head Teacher's discretion, there may be exceptions to the above in extreme circumstances e.g. a pupil may be permitted to cover their hair if they have hair loss / illness etc.

### **Make up and Nail Varnish**

Make up, nail varnish and nail extensions are also strictly prohibited and will also be monitored by staff. If a child is wearing make up parents/carers will be asked to attend school immediately to help with the removal of the make up. If a child is wearing nail varnish parents/carers may be contacted to attend school to help with the removal of nail varnish.

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In all instances a letter will be sent home as a reminder of the school uniform expectations.

At the Head Teacher's discretion, there may be exceptions to the above in extreme circumstances e.g. a pupil may be permitted to cover heavy scarring/skin damage.

### **School Bag**

Pupils must use an appropriately sized waterproof bag to carry their books and equipment. It should hold children's homework folders, reading books and reading diaries comfortably without causing any damage.

Large bags / large rucksacks are discouraged for day-to-day lessons due to space in the children's lockers and cloakroom hooks.

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

The school encourages pupils to bring non-valuable bags to school. The school will not be liable for lost or damaged school bags.

Additional logoed book bags can also be purchased from our school uniform supplier.

### **Water Bottle**

All children should bring a water bottle into school every day: this can be refilled by children whenever necessary during the day.

Water bottles must be labelled with the pupil's name.

Juice or flavoured water is not permitted in school. In exceptional circumstance this may be necessary for medical or health reasons. In exceptional circumstances if a child requires any other drink in their water bottles then parents/carers must discuss this with the Headteacher and provide evidence for this. The Headteacher will make the final decision regarding this and will review all evidence provided. We will always recommend and encourage water to be the main drink during school time. A child who states they do not like water is not an acceptable reason for alternative sugary drinks or juices to be sent with a child to school.

### **Adverse Weather**

#### **Hot Weather**

During periods of hot weather it is important to ensure that everyone is kept safe and healthy.

This includes wearing:

- Sun-safe hats/caps
- Sunscreen (this should be applied before coming to school and if required during the school day children must be able to apply this themselves and it must be labelled and handed to the child's class teacher) In some instances, e.g with younger children of children with additional needs, adults in school will be able to support with this and supervise any child putting on sun screen.
- If outside during break and lunch times, pupils not wearing sun-safe clothing/sunscreen are advised to stay in an area protected from the sun.

During hot weather, lightweight clothing is required to reduce the risk of overheating. Pupils are not required to wear their jumpers/cardigans during heatwaves but are still required to have these in school as the weather changes unpredictably. Children should also have some form of raincoat in school for the same reasons.

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### **Cold Weather**

During cold weather, pupils are required to wear scarves, gloves, coats and hats when they are outside.

Additional layers underneath the usual school uniform are accepted.

Coats must be suitable to keep pupils dry and warm.

### **Equality**

Quadrang Cowley and Brown's Primary School is required to ensure that this policy does not discriminate unlawfully.

At Quadrang Primary School we ensure that all children have equal access to wearing school uniform regardless of their culture, race, religion, gender, disability or ability. We ensure that the set uniform respects other policies such as Equalities and allows for individual sets of circumstances of all groups and individuals.

Every step has been taken to ensure that the cost of similar uniform items, for example, trousers versus skirts, are not disproportionate.

The school endeavours to ensure that our uniform is as gender neutral and inclusive as possible. We do not insist that children of any sex must wear specific items of clothing.

### **Complaints and Challenges**

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

To make a complaint, parents/carers should refer to the Complaints Policy and follow the stipulations outlined.

When a complaint is received, the school works with parents/carers to arrive at a mutually acceptable outcome.

Governors are willing to consider reasonable requests for flexibility to allow a pupil to accommodate particular social and cultural circumstances.

### **Monitoring and Review**

When monitoring this policy and/or making any changes to the school uniform the Governing Board will:

- seek the views of stakeholders to be sure that they agree with the policy, and support it via questionnaires and oral feedback.
- consider with the Head teacher any requests from parents for individual children to have special dispensations.
- ask the Head teacher to report to the governors on the way the policy is being implemented.

School Uniform can be purchased at any reputable supplier but logoed uniform is available at Nationwide School Uniforms ([www.nationwideschooluniforms.co.uk](http://www.nationwideschooluniforms.co.uk))

Information regarding school uniform can also be accessed on our school website at <https://quadrang.secure-primarysite.net/uniform/>

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**This policy should be read in conjunction with:**

- **Safeguarding and Child Protection Policy**
- **Health and Safety Policy**
- **Intimate Care Policy**
- **Special Educational Needs and Disabilities Policy**
- **Medicines in School Policy**
- **Medical Needs Policy**
- **Pupil Premium Policy**

**Appendix 1:**

**School Uniform Examples Guide**

Black Sweatshirt



Black Cardigan



Yellow Polo Shirt



Black/Grey Trousers



Black/Grey Skirt



Black/Grey Pinafore



Black/Grey Shorts



Yellow Gingham Dress



**PE Kit/Accessories**

Black PE Shorts



White PE Tshirt



Black PE Jog Pants



Black PE Sweatshirt



PE Bag



Book Bag



Black Fleece



Black Reversible Storm Jacket

