



William Penn School Uniform Policy

Signed:

Headteacher

C. Brookes

Chair of Governors

Levy

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Statement of Intent

William Penn School believes that a consistent school uniform policy is vital to promote the ethos of the school and provide a sense of belonging and identity for all pupils, regardless of their protected characteristics or socio-economic circumstances. 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, and is affordable and the best value for money for 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 such a way that sets an appropriate tone for education.

1. Legal Framework

This policy has due regard to all relevant legislation including, but not limited to, the following:

- Education and Inspections Act 2006
- Education Act 2011
- Human Rights Act 1998
- Equality Act 2010
- The UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018

This policy has due regard to all relevant guidance including, but not limited to, the following:

- DfE (2021) 'Cost of school uniforms'
- DfE (2021) 'School Admissions Code'
- DfE (2021) 'School uniforms'

This policy operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Behaviour Policy

2. Roles and Responsibilities

The governing board is responsible for:

- Establishing, in consultation with the headteacher 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 and inclusive, and does not disadvantage any pupil by virtue of their protected characteristics or socio-economic status.
- Listening to the opinions and wishes of parents, pupils and the wider school community regarding changes to the school's uniform.
- Ensuring that the school's uniform is accessible and affordable.
- Demonstrating how best value for money has been achieved in the uniform policy.
- Ensuring compliance with the DfE's 'Cost of school uniforms' guidance.
- Processing and approving all eligible School Uniform Assistance Application Forms.

The headteacher is responsible for:

- Enforcing the school's uniform on a day-to-day basis.
- Ensuring that all staff 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 an exemption as appropriate, e.g. for a pupil who has a broken arm and requires a loose-fitting top.

Staff members are responsible for:

- Ensuring that pupils dress in accordance with this policy at all times.
- 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 a more relaxed uniform policy for a period of time, including 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 headteacher 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 is committed to ensuring that its school uniform is affordable and accessible to all pupils and does not place an unreasonable financial burden on parents.

In accordance with the 'School Admissions Code', the headteacher will ensure that the school's uniform policy does 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 due to costs.

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 keeps 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, including by virtue of logos,

colours, design and fabrics. Where the school decides to require an item of branded clothing, it will conduct an assessment to ensure prices are kept as low as possible.

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.

The school will find a supplier to obtain the best value for money possible. Any savings negotiated are passed to parents where possible and does not enter into exclusive single supplier contracts or cash-back arrangements.

The school will not amend uniform requirements regularly and will take the views of parents and pupils into account when considering any changes to school uniforms.

4. Equality Principles

The school takes its legal obligation to avoid discriminating against any protected characteristic unlawfully very seriously and aims to ensure that the uniform policy is as inclusive as possible so that all pupils are supported to access a school uniform which is comfortable, suitable for their needs, and reflects who they are.

The school will work to ensure that school uniform's cost does not disproportionately affect any pupils by ensuring that uniforms for all genders are as equal in price as possible and by adhering to the cost principles laid out in section 3.

The school will ensure that parents and pupils are consulted over any changes to school uniform, and that views and advice is sought specifically from pupils, and parents of pupils, who:

- Are transgender, including non-binary pupils.
- Have SEND and/or sensory needs.
- Are of a religious or cultural background that has dress requirements.

The school ensures that pupils who are required to follow certain dress requirements, are afforded flexibility to allow them to wear a uniform that adheres to their requirements as far as possible. The school endeavours to meet all requests for amendments to the uniform for these purposes; however, will ensure that the needs and rights of individual pupils are weighed against any health and safety concerns for the entire school community.

Parents' concerns and requests regarding religious clothing are dealt with on a case-by-case basis by the headteacher and governing board, and always in accordance with the school's Complaints Procedures Policy.

The school ensures that the needs of pupils with SEND and/or sensory difficulties are considered in the uniform policy, e.g. ensuring soft, stretchy fabrics and avoiding intricate buttons or hard seams; however, 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.

5. Complaints and Challenges

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

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

When a complaint is received, the school works with parents 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.

6. School Uniform Supplier

The following are not the only providers and many of the items can be found at a good price in large supermarket chains.

Broadbridges Horsham, 3 Piries Place, Horsham 01403 259620
Horsham@broadbridges.co.uk - https://www.broadbridges.co.uk/104-william-penn-primary-school?id_category=104&n=13

Myclothing.com support@myclothing.com 0800 0590594
<https://myclothing.com/collections/william-penn-school-5896/>

7. Uniform Assistance

The school holds second-hand school uniforms for parents to access; access to these uniforms is available at the end of each day through the office. Parents are invited to donate their child's uniform when they no longer need it. At school events the PTA will often set up a stall where second hand uniform items can be collected for a small donation.

8. Non-Compliance

The headteacher, or a person authorised by the headteacher, is permitted to ask a pupil to briefly go home to remedy breaches to the school's uniform. When deciding whether to allow a pupil to return home, the school considers the pupil's age and vulnerability, the length of time it will take, and the availability of the pupil's parents. Where a pupil has been sent home to rectify uniform breaches, the absence is recorded as 'authorised'. If a pupil repeatedly breaches uniform rules, or takes longer than necessary to rectify the absence, the absence is counted as 'unauthorised'.

9. Jewellery

On health and safety grounds we do not allow children to wear jewellery in our school. The exceptions to this rule are plain gold/silver ear-ring studs in pierced ears, medical-alert bracelets or necklaces, and small objects of religious significance. The children must either remove these objects during PE and games and keep them in a safe place, or cover them with a plaster supplied from home, to prevent them from causing injury. Teachers will not look after items of jewellery and are not responsible for their safekeeping.

Watches are permitted but no smart watches that have internet, messaging or social media access

10. Makeup

The school rules on makeup are as follows:

- False nails and nail extensions are not permitted.
- No face make up / foundation is permitted unless for medical purposes.
- Only clear nail varnish may be worn.
- Temporary tattoos are not permitted.

11. Hairstyles

Pupils with long hair must ensure that this does not impede their vision, cover their face or provide a health and safety risk. All hair past shoulder length must be tied back. The following hairstyles are not considered appropriate for school:

- Brightly-coloured, dyed hair.
- Headwear with bold patterns or colours.
- Excessive hair accessories.

12. Adverse Weather

All pupils are required to wear weather-appropriate clothing that covers as much of their skin as possible during adverse weather.

Pupils are advised not to wear any jumpers or blazers during heatwaves.

If outside during break times, pupils not wearing sun-safe clothing are advised to stay in an area protected from the sun, or spare clothing is provided.

For cold temperatures, this includes wearing:

- Scarfs, gloves, coats and hats when they are outside.
- Warm jumpers that conform to the school's uniform policy.
- Trousers, or thick tights with skirts.

13. Labelling

All pupils' clothing and footwear should be clearly labelled with their name.

Any lost clothing is to be taken to the lost property box

14. Monitoring and Review

This policy is reviewed every three years by the chair of governors and the headteacher.

15. Uniform Items

All pupils will need one item from each box although parents may choose more.



Grey shorts



Grey trousers



Grey skirt (minimum knee length)



Grey pinafore dress
(minimum knee length)



Red and white summer dress
(check or stripe and minimum knee length)



White polo shirt (school logo optional)



Red sweatshirt (school logo optional)



Red cardigan (school logo optional)



Red William Penn fleece (school logo optional)



White or black PE shorts



Red William Penn T-shirt (school logo optional)



Trainers for outdoor use any colour

Picture for illustration purposes only



Track suit for outdoor, winter wear (no hoodies)



PE bag (not currently required as students come to school dressed for PE)



Black school shoes (not trainers or boots)



Grey or white socks



Grey or red tights

- No jewellery (other than plain gold/silver ear-rings studs and exceptions detailed in the Uniform Policy)