

## ST ANSELM'S CATHOLIC PRIMARY SCHOOL

### SCHOOL UNIFORM POLICY

*Learning and growing together through prayer, belief and love*

This policy was reviewed by the Pupil Committee of the Governing Body on **27<sup>th</sup> September 2022** and presented to and approved by the full Governing Body on **5<sup>th</sup> October 2022**

This policy will be reviewed in April 2023 and thereafter annually



<b>Headteacher</b>	Signature <i>M.A.O'Connell</i>	Date 5 <sup>th</sup> October 2022
<b>Chair of Governors</b>	Signature <i>John Madders</i>	Date 5 <sup>th</sup> October 2022
<b>Review Date</b>	April 2023	

## AIMS AND INTENT

At St Anselm's we believe that the wearing of school uniform is vital to promote the ethos of the school and provide a sense of belonging, identity, pride and confidence for all our pupils, regardless of their protected characteristics or socio-economic circumstances. We are committed to promoting equality and value for money and to ensuring that no child is discriminated against due to their economic circumstances or social and cultural background.

This policy sets out the measures the school has taken to develop a consistent, fair and inclusive uniform policy, and to implement a uniform that reflects the needs of all pupils, and is created with consideration to health and safety, practicality and the best value for money for the school and our families.

We believe that children learn most effectively and achieve their best outcomes when they are comfortable, able to be themselves, and dressed in such a way that is conducive to a successful learning environment including activity-appropriate attire such as PE kits.

## LEGAL FRAMEWORK

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

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

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

- DfE (2014) 'School Admissions Code'
- DfE (2013) 'School Uniform'

This policy should be read in conjunction with the following school policies and documents:

- Home-School Agreement
- Parent Code of Conduct
- Behaviour Management Policy

## ROLES AND RESPONSIBILITIES

**The Governing Body** 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 equal opportunities are considered regarding the school's uniform and that no person is discriminated against.
- 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 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 body.
- Allowing for reasonable adjustments, 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.
- Reminding pupils who are in breach of this policy and following up with parents as necessary.
- 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 a reasonable adjustment.
- Looking after their uniform as appropriate.
- Understanding and respecting why a school uniform is important to the school, e.g. school identity and community.

## **COST PRINCIPLES**

St Anselm's 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 nor 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.
- 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.

At St Anselm's we keep variations in school uniform for different year group-specific items, to a minimum to ensure that pupils can get the most wear out of their uniform possible and that parents can pass some items down to younger siblings.

St Anselm's also 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 annual review with any named supplier to ensure prices are kept as low as possible, and quality of items maintained. The St Anselm's uniform supplier is currently **Angel's, Pinner**.

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

## **EQUALITY PRINCIPLES**

St Anselm's 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 and suitable for their needs. We 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 set out above.

The school ensures that the needs of pupils with SEND, particularly 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, reasonable adjustments for individual adaptations to the uniform will be considered and permitted wherever possible.

## **COMPLAINTS AND CHALLENGES**

At St Anselm's we are committed to resolving any uniform complaints and challenges swiftly 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.

## **SCHOOL UNIFORM SUPPLIER**

Our current appointed school uniform supplier is: **Angel's Uniforms**

**Address:** 317 Rayners Lane,  
Pinner,  
Middlesex

**Telephone:** 0208 866 9972

**Email:** [info@angelsuniforms.co.uk](mailto:info@angelsuniforms.co.uk)

**Website:** [www.angelsuniforms.co.uk](http://www.angelsuniforms.co.uk)

Our school uniform supplier accepts School Uniform Assistance Vouchers. The school will review the uniform supplier every five years, whether changes to the uniform are made or not. The governing body will be able to demonstrate how uniform is procured at the best value for money. The headteacher will work to ensure that the items are procured as cheaply as possible without compromising on the quality, e.g. by requesting standard-style items from the supplier rather than more intricate and unique designs. The school will not agree a uniform supplier before requesting visualisations of proposed uniform, as well as fabric samples.

## UNIFORM ASSISTANCE

The school supports vulnerable families in meeting the costs of uniforms. School uniform assistance is provided via a voucher worth **£70** that can be spent on school clothing from the uniform supplier. The budget for the school uniform assistance scheme comes from Pupil Premium Funding. To claim school uniform assistance, parents should be eligible for **FSM**. Eligibility is 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 should complete the **School Uniform Assistance Application Form (Appendix 1)** and return it to the school office.

The school holds second-hand school uniforms for parents to access; access to these uniforms is available upon request made to the headteacher. Parents are invited to donate their child's uniform when they no longer need it. The Staff and Parent Association (SPA) also has an account with **'Uniformerly'** which allows parents to purchase and sell nearly new uniform. All funds raised by the SPA are retained for school projects.

## SCHOOL UNIFORM

### Uniform for Winter and Colder Months

Item	Optional or Required	Branded/Logo	Available at Angels	Widely Available	Available Pre-owned
Pale blue polo shirt (reception classes only)	Required	No	Yes	Yes	Yes
Pale blue shirt or blouse	Required	No	Yes	Yes	Yes
Grey trousers or grey skirt/pinafore	Required	No	Yes	Yes	Yes
Navy V-Necked jumper or cardigan	Required	Optional	Yes	Yes	Yes
School tie	Required	Yes	Yes	No	Yes
Plain grey, navy or white socks. Navy or grey tights	Required	No	Yes	Yes	No
Black or navy flat heeled shoes or shoe-style black training shoes	Required	No	No	Yes	No
Navy blue woollen hat	Optional	Yes	Yes	Yes	Yes
Navy blue school coat or anorak (with no commercial logos)	Required	Optional	Yes	Yes	Yes

### Uniform for Summer and Warmer Months

Item	Optional or Required	Branded/Logo	Available at Angels	Widely Available	Available Pre-owned
Pale blue shirt or blouse	Required	No	Yes	Yes	Yes
Grey shorts or skirt	Required	No	Yes	Yes	Yes
Pale blue and white striped dress	Required	No	Yes	Yes	Yes
Navy blue base-ball or bucket style sun-hat	Required	Optional	Yes	Yes	Yes

### Sports, PE and Games Uniform

Item	Optional or Required	Branded/Logo	Available at Angels	Widely Available	Available Pre-owned
Pale blue round necked tee-shirt	Required	Yes	Yes	No	Yes
Navy blue football style shorts	Required	No	Yes	Yes	Yes
Navy blue sweatshirt	Required	Yes	Yes	No	Yes
Navy blue jogging bottoms	Required	Optional	Yes	Yes	Yes
White/black training shoes or plimsolls	Required	No	No	Yes	No

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

### Jewellery

Permitted jewellery that may be worn is:

- One pair of stud earrings – no other piercings are permitted.
- A smart and sensible wrist watch.

Jewellery is the responsibility of the pupil and not the school. Lost or damaged items will not be refunded. All jewellery must be removed on PE days or for newly pierced ears where removal is not possible, tape applied over the studs at home prior to your child attending that day.

### School Bags

Item	Optional or Required	Branded/Logo	Available at Angels	Widely Available	Available Pre-owned
Reception – Year 3 Blue Bookbags	Required	Yes	Yes	No	Yes
Years 4 -6 Blue Rucksack	Required	Optional	Yes	Yes	Yes

## Hairstyles

The school reserves the right to make a judgement on where pupils' hairstyles or hair colours are inappropriate for the school environment; however, we will ensure that any such judgements do not discriminate against any pupil by virtue of their protected characteristics. Each individual pupil's situation will be taken into account where any judgements on appropriateness are to be made.

Pupils with long hair must ensure that this does not impede their vision, cover their face or provide a health and safety risk and **should** therefore be kept tied at school. Long hair **must** be tied up during practical lessons, e.g. during PE.

The following hairstyles are not considered appropriate for school:

- Brightly-coloured, dyed hair.
- Excessive hair accessories.

## Makeup

The school rules on makeup are as follows:

- Nail polish is not permitted.
- Temporary tattoos are not permitted.

## Adverse weather

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

For hot temperatures, this includes wearing:

- Summer uniform.
- Sunscreen with UV protection applied at home before attending.

For cold temperatures, this includes wearing:

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

## Labelling

All pupils' clothing and footwear must be clearly labelled with their name. Any lost clothing is to be taken to the lost property box near the Medical Room. All lost property is retained for **two weeks** and will be re-purposed (via our second-hand sales) if it is not collected within this time.

## School Uniform Assistance Application Form

## Appendix 1

Children who attend St Anselm's Catholic Primary School are eligible for school uniform assistance if they receive **free school meals or attract Pupil Premium Funding**.

This scheme is open to children in **Years 1- 6**. The allowance is for buying suitable school wear and is paid once a year.

### Part 1: Details of parent

Your full name:	
Title:	
National insurance number:	
Address:	
Postcode:	
Mobile no.:	
Landline no.:	
Email address:	

By supplying us with a phone number or email, you agree to being contacted to let you know if you are eligible.

### Part 2: Details of each dependent child you are applying for

Surname	Other names	Date of birth

### Please read this declaration before you sign it

- I declare I am the parent of the child(ren) that I am applying for.
- I declare that all the information I have given is correct and complete to the best of my knowledge.
- I have enclosed original documentation to prove that I am in receipt of one of the benefits listed at the top of this form.
- I am aware that I have a duty to notify the school in writing immediately of any changes in my circumstances which might affect my entitlement to school clothing assistance.
- I understand that information taken from this form will be stored electronically on the school's computers. The school is permitted to do this under the UK GDPR and Data Protection Act 2018. A copy of the school's registration is held for inspection.

**Please return this completed for to the school office.**

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### What happens next?

If you apply for school uniform assistance and qualify, a voucher will be sent to you for each of your children **once annually**. If you do not qualify for the payment, we will let you know by letter and phone and explain why.