

# **UNIFORM POLICY FOR THE BUCKINGHAM SCHOOL A SPECIALIST SPORTS COLLEGE**



**NAMED PERSON:** MWA  
**ATTACHED COMMITTEE:** Finance & Resources

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THE BUCKINGHAM SCHOOL  
A SPECIALIST SPORTS COLLEGE

UNIFORM POLICY

Related Policies:

Behaviour Policy  
Rewards Policy

# THE BUCKINGHAM SCHOOL – A SPECIALIST SPORTS COLLEGE

## UNIFORM POLICY

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# THE BUCKINGHAM SCHOOL – A SPECIALIST SPORTS COLLEGE

## UNIFORM POLICY

### 1 INTRODUCTION

*The school uniform plays a valuable role in contributing to the ethos of a school and setting an appropriate tone.*

The purpose of this guidance is to support the development of a School Uniform Policy which is sensitive to the needs of and beliefs of the whole community. Schools should act fairly and reasonably, bearing in mind their duties under the Human Rights Act 1998 and Equality Act 2010.

At The Buckingham School, we believe that having a uniform is important (see below) and that it should be worn correctly. We are committed to creating successful learners, confident individuals and responsible citizens and, thereby, a positive and corporate image of the school and all who work here.

Furthermore, being at school is not leisure time; it is work time and, therefore, a uniform or dress code (for 6<sup>th</sup> Form) reflects this status. The school intends to prepare its students for the world of work and following an acceptable dress code is part of this.

The rules on school uniform are clear and are explained in detail before and when students join the school. They are part of the Home School Agreement and are published in a number of places including the student's school planner, the school prospectus and on the school website (see Annex 2 of this policy for more detail).

### 2 AIMS

The principle underpinning our uniform policy is that:

**We will ensure that no apparel of any description will be allowed which in the opinion of the Headteacher and the Governing Body would impede the need for teachers and students to relate well together and communicate effectively.**

Our policy on school uniform is based on the notion that school uniform:

- Promotes a sense of pride in the school in line with our ethos;
- Creates a positive image for our school when worn correctly;
- Engenders a sense of community and belonging towards the school;
- Supports positive behaviour and discipline;
- Is practical and smart;
- Identifies the student with the school and encourages identity with the school in a positive manner;
- Prevents students from coming to school in fashion or 'designer' label clothes that could be distracting in class or create a sense of competition;
- In addition, the standardisation of uniform for all students ensures equality and prevents students feeling inferior if they do not have the 'right' label and therefore reduces potential for bullying.
- Makes students feel equal to their peers in terms of appearance and helps nurture cohesion between different groups of students;
- Is regarded as suitable wear for school and good value for money by most parents;
- Is designed with health and safety in mind;
- Supports effective teaching and learning;

- Teaches our students that many professions require a standard of dress, if not, a particular uniform. Thus, we are preparing our students for issues they may face in their future employment

### ➤ **3 UNIFORM DEVELOPMENT**

The Buckingham School uniform has been developed following consultation with the student voice, the Anti-Bullying and Student Voice coordinator and the parent forum. In addition the students were encouraged to look at a range of skirts that were considered appropriate before deciding on the three that the school endorse.

The following factors are considered to be important

#### **a) Cost**

Uniform should be affordable and easily available and should not act as a barrier to parents when choosing our school.

The school will support families in financial difficulty in approaching the local authority with requests for support with costs.<sup>2</sup>

If families require further assistance to purchase uniform, they should contact their Head of Year and Form Tutor who can facilitate this through the purchase of new or nearly new uniform.

#### **b) Physical Education**

The Buckingham School Sports Partnership remains a significant aspect of the schools work in the community and the sports uniforms play an important role in reinforcing the importance of this status with local feeder schools and those in the partnership

#### **c) Professional and business-like approach to learning**

The Buckingham School wants students to be ready for their future career in the working world and believe a professional dress code is the beginning of this. Staff are also expected to model what the school expects of the students.

#### **d) Gender Neutral**

The uniform should be accessible for all genders to feel comfortable wearing and not in fear of judgement by others.

### **4 MONITORING UNIFORM STANDARDS**

The vast majority of the students already wear the correct uniform every day. It is important, however, that it is also worn correctly.

We want to have positive interactions with students and, therefore, all students need to comply with the uniform expectations rather than use it as a means of creating negative conversations or potentially difficult situations of discipline.

It is the responsibility of all staff to reinforce and reward good and excellent standards of dress and to ensure that students rectify any uniform breaches

#### **a) Non-compliance with the school's uniform/appearance policy and school rules**

Where a student repeatedly refuses to comply with school Uniform Policy even if they do not otherwise display poor behaviour, this behaviour can be seen as persistent and defiant and an ultimate consequence of this would be the implementation of the school Behaviour Policy. Students can be issued with uniform report cards and removal from main stream lessons if the breach of the uniform code is severe enough. The Headteacher or a person authorised by the Headteacher may ask a student to go home briefly to remedy a breach of the school's rules on appearance or uniform. This should be for no longer than is necessary to remedy the breach. This is not an exclusion, but an authorised absence. In all such cases, this will only take place with the agreement of parents. If the student then repeatedly infringes the school's rules on uniform or appearance, this will be considered a disciplinary matter.

In any case, where a student is not adhering to school Uniform Policy, staff will be considerate and discreetly try to establish why.

If their uniform has been lost, stolen or damaged, the school may lend spares while this is rectified.

*If parents are in financial difficulties, time will be given to purchase the required items and/or consider whether a school or local authority clothing grant can be supplied.<sup>2</sup>*

### **5 THE ROLE OF PARENTS**

We expect all parents who send their children to our school to support the school Uniform Policy or Sixth Form dress code.

We believe that parents have a duty to send their children to school correctly dressed and ready for their daily schoolwork and for their PE lessons (with appropriate kit). In addition, parents should support the school in ensuring that students represent the school with dignity and respect whilst in the community and act as ambassadors for the school whilst in the uniform. One of the responsibilities of parents is to ensure that their child has the correct uniform and sports kit, and that it is clean and in good repair.

The Buckingham School must have regard to its obligations under the Human Rights Act 1998 and the Equality Act 2010 (see Annexe 1 for guidance regarding different religious groups). If any parent would like the school to modify the Uniform Policy, they should make representation in the first instance to the Headteacher. The school welcomes children from all backgrounds and faith communities. If there are serious reasons, e.g. on religious or medical grounds, why parents want their child to wear clothes that differ from the school uniform, the school will look sympathetically at such requests.

### **6 THE ROLE OF STUDENTS**

Students in Years 7-11 have a responsibility to ensure that they are in the correct uniform and to wear it in the appropriate manner.

Students in Years 12-14 have a responsibility to ensure that they adhere to the Sixth Form dress code and to wear it in the appropriate manner (see Annex 5).

Students who fail to accept these standards will be assumed to be indicating that they are not accepting the discipline of the school and will be dealt with in accordance with the school's behaviour policies.

## **7 THE ROLE OF TEACHERS**

All staff have responsibility to ensure that students are dressed according to school uniform / Sixth Form dress code expectations and to check their form groups and classes are dressed appropriately for lessons, both in registration and lessons.

They must take appropriate action (following guidance) to ensure that students are dressed appropriately. Tutors monitor compliance with expectations such as uniform and planner use on a weekly basis. They will identify students of concern where Heads of Year (HOYs) should intervene, following tutor actions to remedy any breaches.

It is the responsibility of HOYs and CLs (in subject areas) to monitor uniform and dress standards and also support staff in applying the behaviour and discipline policies where a persistent problem occurs.

- It is also imperative that staff model the uniform expectations themselves by dressing professionally and ensuring they have the highest expectations of themselves as well as their students. In addition, staff should dress themselves according to a dress code which protects themselves from any safeguarding implications, taking into account that they;
  - Wear clothes appropriate to the role
  - Unlikely to be offensive or sexually provocative
  - Does not distract, cause embarrassment
  - Or give rise to misunderstanding

## **8 THE ROLE OF THE GOVERNING BODY**

The Governing Body (GB) supports the Headteacher in implementing the school Uniform Policy. They also promote the purpose of uniform allowing the school to make amendments to its current uniform policy as it sees fit and understands this is under constant review. It considers all representations from parents regarding the Uniform Policy and liaises with the Headteacher to ensure that the policy is implemented fairly and with sensitivity.

It is the Governors' responsibility to ensure that the school uniform meets all regulations concerning equal opportunities.

The Governing Body ensure that the school Uniform Policy helps students to dress sensibly in clothing that is hardwearing, safe and practical.

## **9 MONITORING AND REVIEW OF THIS POLICY**

The Governing Body monitors and reviews the school Uniform Policy through its committee work by:

- Seeking the views of parents to ensure that they agree with and support the policy;
- Seeking the views of students through the work of the student council in consulting on and agreeing modifications to uniform and expectations to ensure that the student body has a feeling of pride and ownership over its uniform;
- Considering, with the Headteacher, any requests from parents for individual children to have special dispensation with regard to school uniform;
- Requiring the Headteacher to report to the Governing Body on the way the school uniform policy is implemented.

# The Buckingham School Uniform Standards

All students are expected to take pride in their appearance and to understand the importance of looking smart and professional whilst in school and out in the local community. Students are required to adhere to the uniform standards, to ensure that they look their best and show their pride in representing The Buckingham School.

| Do Wear   |  | Do Not Wear   |  |
|-----------|--|---------------|--|
| ✓         | Black school blazer with school badge on top left pocket. Must be worn at all times, although can be removed at lunchtime. | X             | The blazer with the sleeves rolled up  |
| ✓         | White school shirt, buttoned up to the neck and tucked in. Can be short or long sleeved.                                   | X             | An open necked shirt<br>A polo shirt or t-shirt<br>An exposed midriff  |
| ✓         | Black tailored trousers worn to the waist and reaching the ankle but not past the heel of the shoe.                        | X             | Skinny fit, jeans style, chinos, or skin-tight trousers.   |
| ✓         | Black school-approved skirts (only available at T King Associates)   | X             | Skirts that are skin-tight, denim, micro-fibre, lycra, or shorter or longer than the specified length.<br>Skirts must not be rolled up at the waist in order to make them shorter. |
| ✓         | Black polished leather/leather-look shoes  | X             | High heeled shoes<br>Trainers/pumps/sports-style shoes, even if they are leather/leather-look Canvas shoes/ Boots  |
| ✓         | School tie in your House colour.   | X             | Your tie inappropriately tied; the swan badge must be visible  |
| ✓         | Plain black socks or plain black tights  | X             | Patterned tights, coloured or patterned socks, or trainer socks  |
| ✓         | A plain, narrow black belt with buckle   | X             | Belts which are coloured, embellished or wide  |
| ✓         | Black v-necked jumper with school logo, with or without sleeves  | X             | To wear the jumper in place of a blazer<br>Anything in sweatshirt material. Anything with hoods, zips or buttons, not even under your blazer or on the way to and from school.     |
| ✓         | Plain outdoor coats jackets and scarves  | X             | Coats are not permitted to be worn inside No colours, logos or brands  |
| Permitted |  | Not Permitted |  |
| ✓         | Subtle, natural-looking make-up  | X             | False eyelashes<br>False nails, nail varnish/gels/acrylics<br>Heavy make-up  |
| ✓         | Natural hair colour and smart styles   | X             | Extreme hair styles, including tramlines/patterns shaved in to hair, or extreme colours  |
| ✓         | One pair of stud or sleeper earrings<br>Watches<br>Charity/religious bands   | X             | Large earrings, dangly, hoops or stretchers<br>Facial or body piercings<br>Any other form of jewellery   |

<sup>1</sup> <http://media.education.gov.uk/assetsd/files/pdf/s/school%20uniform%20guidance%202012.pdf>

<sup>2</sup> <http://www.buckscc.gov.uk/bcc/schools/uniforms.page>



## **APPENDIX 1 - RELIGIOUS CLOTHING SUMMARY**

### **Buddhism**

In general there are no religious requirements for everyday dress for Buddhists.

### **Christianity**

For the majority of Christians there are no particular dress requirements. In some Christian sects such as the Plymouth Brethren women and girls are expected to wear headscarves and modest clothing.

### **Hinduism**

In general it is not considered acceptable for a Hindu woman to have uncovered legs.

### **Judaism**

Dress requirements vary with orthodoxy. For more orthodox Jews, women and girls are expected to keep the body covered and married women cover their hair. Boys and men often wear a skullcap.

### **Islam**

The reason for young women beyond puberty wishing to wear full clothing is modesty; that is, not wishing to receive unnecessary attention.

Young women are appropriately modestly dressed if they are wearing salwar kameez or jilbaab with headscarf without the need to wear niqab in school. The niqab and burka are prohibited from being worn due to them partially or wholly covering the face.

Men are expected to be covered from waist to knee in public places. Many Muslim men may also choose to wear a cap but this is not a compulsory religious requirement.

Taking Government advice and guidance from Ofsted, The Buckingham School believes the wearing of the veil acts as a barrier to learning and to positive social interaction within the school community, as a result we do not permit the wearing of any religious garments that cover the entire face and may prevent any members of the school community to effectively communicate or learn with others.

Government statement 26/1/16: "Public organisations should be free to put in place sensible rules on the issue of face coverings".

### **Sikhism**

In general covering the body is a requirement. All initiated Sikhs wear the five 'K' symbols as a sign of their initiation into the Sikh community. Male Sikhs wear a turban, the removal of this is unacceptable.

### **Rastafarian**

Rastafarian women dress modestly. There is a taboo on wearing second hand clothing, and therefore children may be unwilling to wear borrowed clothing for PE, etc.

## **APPENDIX 2 - REWARDS**

Form tutors and Heads of Year will award achievement points on Go4Schools to those children who maintain high standards of the uniform dress code each week.

Please refer to the rewards policy for further details



### The Buckingham School - Uniform Standards

All students should take pride in their appearance and understand the importance of looking smart and professional whilst in school and the local community. Students are expected to adhere to the clear uniform expectations set out, that ensure they look their best and are proud to represent The Buckingham School.

#### Uniform Expectations:

##### Students must:

- Have their school tie worn and fastened correctly at all times, with swan logo visible.
- School shirt must be tucked in and have all buttons done up to the top.
- School blazer to be worn at all times - students may remove blazers at lunch.
- Black school jumper with logo is also acceptable but not as a blazer replacement.
- No skirts or trousers made from stretch fabric/microfibre, lycra or denim
- Skirts must be **worn appropriately** and should be either a school approved pencil skirt (available at T King) or pleated skirt worn no more than 8cm above or below the knee.
- Trousers must be smart and professional and not skinny fit, skin tight, jean style or chinos.
- Black polished shoes to be worn - no trainers/canvas shoes/plimsolls/ankle boots/sports brands.
- Plain black socks. For girls; plain black or white socks or plain black tights.
- Outdoor coats, jackets and scarves must be plain—no colours or logos or brands.
- No extreme hairstyles, only natural colours and no nail varnish/gels/acrylic.
- Make up should be discreet and natural looking.
- Any accessories such as belts should also be plain, black and inconspicuous.
- One set of stud earrings only, no spacers — no other jewellery or piercing is permitted.
- Watches and religious/charity bands are allowed.
- The use of mobile phones is prohibited in school. The school operates an 'If it's seen, If it's heard, It's taken' policy, students may have them on their person or in their bag but they must remain turned off and not seen throughout the school day. This applies to any electronic device (i.e. i-Pods, DS/Game consoles and smart watches).

**Creating a positive impression.  
The way you look matters.**



**Success for All through Achievement, Challenge & Enjoyment**

# The Buckingham School - PE Uniform

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## Girls PE Uniform

### For Swimming

A one piece swimming costume for girls - T shirts may be worn over the top  
A towel

### Compulsory PE Kit for Girls

PE Top/Polo  
Black Shorts or Skort  
Black Football Shorts  
Trainers

### Recommended PE Kit for Girls

Gum Shield (Rugby and Hockey)  
Base Layers  
Shin Pads (Football and Hockey)  
Fleece (for Winter)  
Football Boots

## Boys PE Uniform

### For Swimming

Swimming trunks for boys (no board shorts) - T shirts may be worn over the top  
A Towel

### Compulsory PE Kit for Boys

PE Top/Polo  
Black Shorts  
Black Football Socks  
Trainers  
Football Boots  
Shin Pads

### Recommended PE Kit for Boys

Gum Shield (Rugby and Hockey)  
Base Layers  
Fleece (for Winter)  
Rugby Shirt (other tops may rip)

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**Creating a positive impression.  
The way you look matters.**

## APPENDIX 4 - UNIFORM GUIDANCE FOR STAFF AND STUDENTS –YEARS 7 TO 11

1. All students are expected to have a blazer and wear it. They should not carry it around or have it in their bags. The expectation is that they wear it to and from school and at all times unless given permission by a member of staff.
2. Ties should be worn and done right up to the top. The swan should be clearly visible on the front down part of the tie.
3. Shirts should be tucked in all the way round into the skirt/trouser waistband. They need to be long enough to allow this. No buttons should be undone. Shirts/blouses which are unable to be done up to the top are not acceptable.
4. School black jumpers with the sports college logo (long sleeved or sleeveless) may be worn.
5. T-shirts may be worn underneath shirts/blouses, but must be plain white and not be visible. No other colour is permitted.
6. Plain black tailored trousers or plain black tailored skirt
7. NB: Jeans, cords, pinstripes and 100% cotton trousers are not acceptable. Neither are 'skinny leg' trousers or chino style trousers.
8. Tailored skirts/trousers should allow shirts/blouses to be tucked in
9. Tailored skirts will be at the knee not rolled up and worn at a professional level
10. Outdoor coats and jackets must be plain and not denim, leather or 'hoody'/track suit tops/sweatshirts or materials that look like any of these.
11. Scarves must be black in colour and should only be worn to and from school, in the playground, but not inside the building.
12. Black shoes, not trainers.

### **Jewellery**

No jewellery is permitted to be worn at school except

- watches
- One pair of studs/sleeper earrings. No other visible piercing is acceptable
- ear spacers are unacceptable
- including no facial piercings unless there is a **discrete** retainer

No jewellery to be worn whilst taking part in PE, Sport and Technology workshops/ Food classrooms.

### **Hair and Make-up**

Hair should be tidy and smart. No extreme styles, for example, such as shaven or Mohican. Only natural colours allowed. If hair accessories are worn they must be plain and be black or white. No coloured braiding allowed.

Make-up should be discouraged; if worn, should be discreet.

## Information for staff and to share with students

### **WHAT HAPPENS IF STUDENTS ARE NOT IN FULL UNIFORM?**

There may be the odd occasion when a student has forgotten or worn out an item of uniform. In this case, the following procedures must be followed:

1. The student must have a note in their planner from parents to explain what the situation is and when it will be rectified.
2. The student should show the note and have it signed by their form tutor in registration that morning.
3. If no note is produced the form tutor must log this on Go4Schools that day.
4. Student Office will text home to request correction by the following day.
5. If an item has been forgotten, then the parent will be asked to bring it in if possible. If not, the student will be lent a replacement item, if available.
6. If a replacement item has been provided, the student needs to ensure they return it at the end of the day. If this has not happened the Form Tutor or Head of Year will follow up.
7. The form tutor will check the next day that the student is in correct uniform and if not will call the parents to seek explanation and/or a time when the issue is to be rectified
8. If it has been agreed that the student will be out of uniform for more than one day, the note in the planner will make this clear. The form tutor will follow up to ensure that the correct uniform is worn as soon as possible.

If a student is simply **refusing to comply** with the uniform expectations the following procedure will apply:

1. If an incorrect item is being worn this is to be confiscated by any member of staff who notices this and handed in to the Student Office. The procedures for confiscated item will be followed which also means that items confiscated will be returned the same day, however if the misdemeanour is repeated the item will be confiscated until the end of the week.
2. If it is not possible to contact parents and agree a solution, the student will be loaned old uniform items to wear. Refusal to cooperate the uniform policy or with staffs requests, will result in isolation that day
3. Further uniform issues will trigger a parental letter (issued by Student Office on tutor request) notifying parents formally of this situation with a request to rectify it. Sanctions will continue to be applied and may result in further detentions or loss of social time.
4. At the beginning of each new HT any students identified at the gate with incorrect uniform will trigger an immediate letter to parents requesting the issue to be remedied as a matter of urgency

**In summary:** If students are not wearing their uniform correctly, staff will ask them to rectify it. We will use Student Office to support by contacting parents but we must also take responsibility in this area. HOYs will escalate this for persistent offenders identified through this process or the weekly tutor monitoring process. It is important that all staff take responsibility for this in order to communicate a clear message about uniform expectations.

### **Information for staff**

## **ROLES AND RESPONSIBILITIES**

Encouraging students to wear the school uniform is the **responsibility of everyone**; all staff at school, parents/carers, as well as the students themselves.

### **Tutors**

- Will check uniform daily during registration and follow the procedures outlined for compliance and non-compliance
- Will ensure that their students arrive and leave registration in the correct uniform and are wearing it correctly too
- Will work with HOYs and student office to ensure that individual students follow the uniform expectations, addressing issues as necessary
- Will expect all students in their tutor group to be in correct uniform and be wearing it correctly and reward this for students who do
- will carry out and record a weekly check of the whole class uniform to inform HOYs of persistent issues and follow up issues (using this guidance).

### **HOYs**

- Will support staff in ensuring students comply with the uniform expectations
- Will work with Student Welfare Manager to ensure follow up results in a satisfactory resolution, contacting or meeting parents as necessary
- Will expect staff to follow the policy and procedures outlined and follow up as necessary
- Will identify and intervene with students who breaches uniform policy persistently.

### **SLT**

- Will support staff in ensuring students comply with the uniform expectations
- Will expect staff to follow the policy and procedures outlined and follow up as necessary.

### **Teachers**

- Will meet and greet their class at the door and as they enter check uniform, following the procedures outlined for compliance and non-compliance
- Will challenge any student who is not wearing their uniform correctly during the course of the lesson to do so.
- Will expect all students in their lesson to be in correct uniform and be wearing it correctly
- Will inform the tutor of any student who refuses to comply to the uniform expectations

### **Curriculum Leaders**

- Will support their teachers in ensuring students comply with the uniform expectations
- Will expect teachers to follow the policy and procedures outlined and follow up as necessary

### **Student Welfare Manager**

- Will support staff in ensuring students comply with the uniform expectations
- Will make initial contact with parents/carers by text or phone call
- Will work with HOYs to ensure follow up results in a satisfactory resolution
- Will keep tutors informed.

### **Support Staff:** i.e., all other non-teaching staff

- Will challenge students who are not in correct uniform or are not wearing it correctly and will follow the policy and procedures outlined
- Will report issues to the relevant HOY.

All staff will address any uniform infringements whenever and wherever they come across students not complying. Similarly, they will praise and reward those who continually are meeting the expectations.



## APPENDIX 5 - DRESS CODE FOR SIXTH FORM STUDENTS

Sixth Form students are not required to wear school uniform. However, in view of their responsibilities to act as good role models, a dress code has been established and will be maintained.

- a. Students will wear smart clothes that would be acceptable for a junior member in an office environment and is consistent with the standards of dress code throughout the school.
- b. Unacceptable clothes include but are not limited to:
  - i. Any form of denim or leather or synthetic copies of denim or leather
  - ii. T-shirts, shorts, short skirts (skirts should be to the knee)
  - iii. Hoodies, sweatshirts, tracksuits/ sports fashion wear
  - iv. Trainers, canvas shoes or UGG style boots
  - v. Heels higher than 2½ cm are a health and safety risk
  - vi. Vest tops and revealing low cut tops
  - vii. Leggings
- d. The policy on jewellery and make-up will be similar to the rest of the school.

Maximum considered acceptable is:

- One pair of studs or sleepers, a wristwatch, 2 signet or plain band rings. Visible body piercing should not be worn to school.
- Make-up should be discreet and subtle. Hairstyles should be neat, clean and tidy and hair colourings should be of natural tones.

Students or parents who require clarification of the dress code should contact their son/daughter's form tutor. If a student attends school in unacceptable clothing they will be given a warning. For additional occurrences, the student will be placed in after school detention (which is recorded) and length of the detention will lengthen each time, leading to more serious sanctions for those students who do not improve. It is expected that all students will have a reasonable range of clothing and so excuses such as items being dirty will not be acceptable.

# THE BUCKINGHAM SCHOOL – A SPECIALIST SPORTS COLLEGE

## UNIFORM POLICY

|                   |                |
|-------------------|----------------|
| Adopted:          | July 2012      |
| Last Review Date: | September 2019 |
| Review Cycle:     | 2 Years        |
| Next Review Date: | September 2021 |

Mr Matthew Watkins  
Chairman  
Governing Body



Signed: Date: September 2019