



**Bishop  
Hogarth**

Catholic Education Trust

# **CARMEL COLLEGE**

# **UNIFORM POLICY**

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## **Statement of Intent**

Carmel College believes that a consistent College uniform policy is vital to promote the ethos of the College 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 College 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 College 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.

## **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 College uniforms'
- DfE (2021) 'College Admissions Code'
- DfE (2021) 'College uniforms'

This policy operates in conjunction with the following College policies:

- Complaints Procedures Policy
- Behaviour Policy

# 1. Roles and responsibilities

The Local Governing Committee is responsible for:

- Establishing, in consultation with the headteacher and College community a College uniform that accurately reflects the College's vision and values.
- Ensuring that the College's uniform is accessible and inclusive and does not disadvantage any pupil by virtue of their protected characteristics or socio-economic status.
- Ensuring that the College'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 College uniforms](#)' guidance.

The Principal is responsible for:

- Enforcing the College'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 College community in regard to the College's uniform and making appropriate recommendations to the governing board.

Staff members are responsible for:

- Ensuring that pupils dress in accordance with this policy at all times.
- Disciplining pupils who are in breach of this policy.
- Ensuring that pupils understand why having a consistent and practical College uniform is important, e.g., College identity.

Parents are responsible for:

- Providing their children with the correct College uniform as detailed in this policy.
- Informing the Pastoral Learning Managers if their child requires an adjustment to the uniform policy for a period of time, including why.
- Ensuring that their child's uniform is clean and presentable.

Pupils are responsible for:

- Wearing the correct uniform at all times, unless an exemption has been granted.

## **2. Cost principles**

The College is committed to ensuring that its College uniform is affordable and accessible to all pupils and does not place an unreasonable financial burden on parents.

In accordance with the 'College Admissions Code', the Principal will ensure that the College's uniform policy does not discourage parents from applying for a place for their child.

The College will assess the overall cost implications of its uniform policy regularly, including prior to making any changes to the College uniform.

The College 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 College in clean uniform every day.

The College keeps variations in College uniform for different groups of pupils, e.g., year group-specific items or house colours, to a minimum where possible 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.

The College keeps branded uniform items to a minimal level that is reasonable for all members of the College community. The College 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 College decides to require an item of branded clothing, it will conduct an assessment to ensure prices are kept as low as possible, e.g., by offering sew- or iron-on logo badges for jumpers that can be bought at retailers instead of requiring special branded jumpers.

The College works with multiple suppliers 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. More information on supplier processes can be found in the 'College uniform supplier' section of this policy.

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

## **3. Equality principles**

The College takes its legal obligation to avoid discriminating against any protected characteristic unlawfully seriously and aims to ensure that the uniform policy is as inclusive as possible.

The College will work to ensure wherever possible that the uniform's cost does not disproportionately affect any pupil group, whilst still allowing choice.

The College implements a gender-neutral uniform, meaning that pupils are not required to wear specific items based on their gender, and may wear any of the uniform items listed in the 'College uniform' section of this policy regardless of the legal sex recorded on the College's records.

The College ensures that pupils who are required to follow certain dress requirements, e.g., by virtue of their membership of a particular religious or cultural group, are afforded flexibility to allow them to wear a uniform that adheres to their requirements as far as possible. The College 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 College community.

Parents' concerns and requests regarding religious clothing are dealt with on a case-by-case basis by the Principal.

The College 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 maybe permitted where possible.

#### **4. Complaints and challenges**

The College endeavours to resolve all uniform complaints informally, in accordance with the Trust's Complaints Policy.

#### **5. College uniform supplier**

## Our current College uniform suppliers are:

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| <p>Michael Sehgal &amp; Sons Ltd</p> <p>Unit 17 Airport, Industrial Estate, Kingston Park,<br/>Newcastle NE3 2EF</p> <p>Tel: 0191 2302320</p> <p>Email: <a href="mailto:sales@michaelsehgal.co.uk">sales@michaelsehgal.co.uk</a></p> <p>WhatsApp: 07729770265</p> <p>Website:</p> <p><a href="https://www.michaelsehgal.co.uk/schools/carmel-college/">https://www.michaelsehgal.co.uk/schools/carmel-college/</a></p> | <hr/> <hr/> <hr/> <hr/> |
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The Local Governing Committee will ensure that a written contract is in place with the supplier for branded items.

The College will retender the uniform contract every three years, whether changes to the uniform are made or not, in line with the Trust's Finance Policy. The Principal 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 College does not sign contracts with suppliers before requesting visualisations of proposed uniform, as well as fabric samples.

## 6. Uniform assistance

The College supports vulnerable families in meeting the costs of uniforms. To claim College uniform assistance, parents should be eligible for FSM. For pupils joining us in year 7, College will contact Free School Meal families to offer assistance in purchasing the uniform. The budget for the College uniform assistance scheme comes from pupil premium funds.

For other families who are struggling to purchase the uniform, contact can be made with the Pastoral Learning Manager for support.

In addition, the College holds a wide range of pre-loved College uniforms for parents to access. Parents are invited to donate their child's uniform when they no longer need it. Parents can donate and access pre-loved uniform on AMD days or make an arrangement with the Pastoral Learning Manager to visit at an appropriate time.

## **7. Non-compliance**

Staff members are permitted to discipline pupils for breaching this policy, in accordance with the College's Behaviour Policy.

For minor breaches of College Uniform Policy, teaching and support staff may use some or all of the following sanctions:

- A student may be required to remove excess items of jewellery or clothing if this can be done safely and decently.
- The student may be warned that their current dress is inappropriate and given a time limit to correct this (e.g. you must come in correct uniform tomorrow; within a week you must obtain correct footwear).
- The student may be isolated from mainstream classes, including break and lunchtimes, until they agree to comply with the uniform rules (and especially for repeated breaches of the policy) Repeated breaches will be regarded as defiance and treated as such.
- The student may be sent home to change into correct uniform or to dress properly. This can only be done in consultation with the VP for Pastoral Care. If this does occur, it should be made absolutely clear that this is not an exclusion and the student is welcome back in school properly dressed in accordance with the College's rules.

Where there are severe breaches of College Uniform Policy, the student may be sent home by the VP Pastoral Care as soon as is practical. Students must not be sent home unless contact can be established with the parent/carer and either the parent/carer collects the student or agrees that the student should make their own way home. If this is not possible, then the students may be held in isolation until the end of the school day. Again, it is emphasised that sending a student home is not exclusion.

Students are required to comply with the current College uniform rule. In the event that a parent/carer disagrees with College Uniform Policy, it should be pointed out that: Parents/carers agreed to send their child to College knowing that this was the College uniform rule agreed by Governors, and if they wish to make changes to the College uniform rules, they should make representations to the Governing Body.

## **8. College uniform**

The College uniform is as follows:

- All pupils in Years 7–11 wear blazers with the badge at all times in College
- No outdoor coats to be worn in the building (these can be stored in lockers)
- Grey trousers, NOT black/NOT Skinny/drainpipe
- Shoes - all black with no other colours, markings or branding
- Pupils who are wearing skirts must also wear black tights or navy knee length socks
- No hats or scarves indoors
- No hoodies – however Year 11 leavers' hoodie once issued may be worn on top of existing uniform instead of the blazer
- No footless or patterned tights

### **Jewellery**

On health and safety grounds we do not allow students to wear jewellery, with the exception of up to one small stud in each ear lobe and a smart, sensible wristwatch. Facial/tongue piercings are not allowed

Jewellery is the responsibility of the pupil and not the College. Lost or damaged items will not be refunded. If, however, jewellery needs to be confiscated, it will be labelled and stored in the main office for collection at the end of the day. All jewellery must be removed during practical lessons, including PE lessons and science experiments.

### **Tattoos**

Parents should also be aware that tattoos are not permitted.

### **Footwear**

The College wants all students to grow into healthy adults. We believe that it is dangerous for students to wear shoes with platform soles or high heels in College, so we do not allow this. Nor do we allow students to wear trainers to College (or shoes which resemble trainers because of distinctive markings); these are appropriate for sport or as leisurewear but are not in keeping with the smart appearance of a college uniform. Sandals, flip flops, or backless shoes should not be worn. Boots (up to knee height) may be worn in adverse weather only and at the discretion of the Principal.

### **Ties**

Clip on ties are compulsory. If for any reason an older version is worn, then the top button of the shirt must be buttoned and the tie tied, so that it resembles the clip-on. Lost/damaged/stolen ties must be replaced as soon as possible. The design of the Year 11 tie changes annually.

### **Skirts**

If students choose to wear skirts instead of trousers, these should be pleated all round (not with a straight panel at the top) and of an acceptable length – i.e., no more than two inches above the knee. From September 2019, the grey pleated skirt has been phased out and replaced by a blue tartan checked kilt.

### **Make-up/Nails/eyelashes**

The following make up is **not** permitted:

- Fake tan
- Coloured lips and eye make- up
- False eyelashes and extensions
- False nails (gel, acrylic, coloured tips etc.)
- Nail varnish
- Temporary tattoos

Natural coverage of blemishes is permitted. Pupils wearing excessive makeup are required to remove it or, if appropriate, will be sent home to remove it.

### **Hairstyles**

The College reserves the right to make a judgement on where pupils' hairstyles or hair colours are inappropriate for the College environment; however, will ensure that any such judgements do not discriminate against any pupil by virtue of their protected characteristics.

The College does not permit students to have extreme haircuts (e.g. Mohican, skin heads, sculpting etc.) colouring or haircuts that could serve as a distraction to other children

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

The following hairstyles are not considered appropriate for College:

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

### **College bag**

- Pupils must use an appropriately sized waterproof bag to carry their books and equipment. It should hold A4-sized workbooks comfortably without causing any damage
- College bags featuring inappropriate images, slogans or phrases are not permitted
- The College encourages pupils to bring non-valuable bags to College. The College will not be liable for lost or damaged College bags

### **PE Kit**

**All pupils must have a branded Carmel polo shirt or t-shirt.**

Parents who do not wish to buy some of the optional branded PE kit must acquire a PE kit meeting the following criteria:

- A branded Carmel polo shirt or t-shirt

- Plain shorts or tracksuit bottoms or leggings with no branding or logos from professional sports teams
- Plain non- branded navy sweatshirt, not hoodie
- Suitable trainers
- Suitable sports footwear, e.g., football boots

Parents are responsible for ensuring their child brings their PE kit to College when needed. In the absence of this, a clean spare kit will be issued by the PE department to ensure all pupils take part in PE.

## **9. Adverse weather**

There will be adjustments to the uniform in light of adverse weather conditions. Boots will be permitted when we have snow and should we have excessive heat, pupils will be allowed to remove their blazer.

## **10. Labelling**

All pupils' clothing and footwear is clearly labelled with their name and form.

Any lost clothing is be taken to the lost property box in the student reception and is disposed of if it is not collected in a timely manner. Lost property will be regularly displayed in student reception.

## **11. Sixth form Dress Code**

Sixth Form students are the oldest students in our College community and thus are expected to project themselves as positive role models for the younger pupils. We believe that attitude to appearance has an impact on attitude to effort and therefore we require our students to dress in a smart and respectful way. In order to safeguard our community, identity lanyards must be worn at all times.

- Jeans may be worn, but must not be ripped
- Tops must not contain any offensive images or words
- Tops/blouses must not be 'cropped' or have a low neckline
- Shorts may be worn but must be smart and an appropriate length (cycle shorts are not permitted)
- Skirts/dresses must be of a moderate length
- Fishnet and laddered tights are not permitted
- Slip on footwear such as sliders and flipflops are not permitted (for health and safety reasons)

**The Head of Sixth Form has the final say on whether clothing and appearance is appropriate.**

## **12. Monitoring and review**

This policy is reviewed every three years by the Local Governing Committee.