



**Central Lancaster  
High School**

## **UNIFORM AND APPEARANCE POLICY**

**Date: September 2022**

**Review date: July 2023 & September 2024**

**Additional review April 2024**

## SLT Review: V Crossman

### Commitment, Creativity and Community

<b>This document has been approved for operation within:</b>	Central Lancaster High School
<b>Date effective from</b>	September 2022
<b>Date of next review</b>	September 2024
<b>Review period</b>	2 years
<b>Status</b>	Statutory
<b>Owner</b>	Head of School: Victoria Crossman
<b>Version</b>	V2.0

### Roles and Responsibilities

Central Lancaster High School has overall responsibility for the effective operation of this policy. The Governing Body is responsible for approving this policy and monitoring its effectiveness.

The Governing Body has delegated day-to-day responsibility for operating the policy to the Executive Headteacher.

### Aims

This policy aims to:

- Set out our approach to requiring a uniform that is of reasonable cost and offers the best value for money for parents and carers
- Explain how we will avoid discrimination in line with our legal duties under the Equality Act 2010
- Clarify our expectations for school uniform.

### Our school's legal duties under the Equality Act 2010

The [Equality Act 2010](#) prohibits discrimination against an individual based on the protected characteristics, which include sex, race, religion or belief, and gender reassignment.

To avoid discrimination, our school will:

- Avoid listing uniform items based on sex, to give all pupils the opportunity to wear the uniform they feel most comfortable in or that most reflects their self-identified gender
- Make sure that our uniform costs the same for all pupils
- Allow all pupils to have long hair (though we reserve the right to ask for this to be tied back)
- Allow all pupils to style their hair in the way that is appropriate for school yet makes them feel most comfortable
- Allow pupils to wear headscarves and other religious or cultural symbols
- Allow for adaptations to our policy on the grounds of equality by asking pupils or their parents/carers to get in touch with Mrs Crossman, Head of Year– [vcrossman@lancasterhigh.lancs.sch.uk](mailto:vcrossman@lancasterhigh.lancs.sch.uk) who can answer questions about the policy and respond to any requests.

## **Introduction and Principles**

School uniform plays an important role in establishing the ethos of a school and is strongly encouraged by the DfE. At Central Lancaster High School, we believe that our uniform policy benefits the school in several ways:

- It encourages pupils to identify with the school and nurtures the notion of community
- It protects children from social pressures to dress in a particular way
- It supports discipline and good behaviour
- It instils a sense of pride in the school
- It promotes more effective teaching and learning
- It is not a prohibitive factor for any family applying for admission to Central Lancaster High School.

The appearance of pupils is also an important factor at Central Lancaster High School in promoting good behaviour and ensuring the health and safety of pupils and staff.

The Government, although it has published guidance, has made it clear that it is for the school's Governing Body to decide whether there should be a uniform and other rules relating to appearance, and if so, what they should be. Therefore, this document seeks to clarify the Governors' expectations at Central Lancaster High School regarding uniform and appearance.

An actual list of the acceptable, not acceptable and supplementary items pupils are permitted to wear is within this document. This includes particular items parents can apply to the Head of School for permission to wear. A judgement will be made with regard to any request based on whether the item is in sympathy with ethos of the school or any other judgement including health or safety. The Executive Headteacher / Head of School, in consultation with

pastoral colleagues, will consider each application and reach a decision as soon as possible but until such time as a decision is made the item should not be worn for school.

Parents/Carers are asked to contact us if they are in any doubt about any item of uniform or issue of presentation for their child so that they can clarify what is acceptable before agreeing to permanent or semi-permanent changes in appearances or sending the child to school wearing those items of which they are unsure.

### **Limiting the cost of school uniform**

Our school has a duty to make sure that the uniform we require is affordable, in line with statutory [guidance](#) from the Department for Education on the cost of school uniform.

We understand that items with distinctive characteristics (such as branded items, or items that have to have a school logo or a unique fabric/colour/design) cannot be purchased from a wide range of retailers and that requiring many such items limits parents' ability to 'shop around' for a low price.

We will make sure our uniform:

- Is available at a reasonable cost
- Provides the best value for money for parents/carers.

We will do this by:

- Carefully considering whether any items with distinctive characteristics are necessary
- Limiting any items with distinctive characteristics where possible. Central Lancaster High School therefore only requires a blazer to have the Central Lancaster High School logo and an appropriately coloured House tie
- Keeping the number of optional branded items to a minimum, so that the school's uniform can act as a social leveler
- Avoiding specific requirements for items pupils could wear on non-school days, such as coats, bags and shoes
- Avoiding different uniform requirements for different years/key stages
- Avoiding different uniform requirements for extra-curricular activities
- Avoiding frequent changes to uniform specifications and minimising the financial impact on parents of any changes
- Consulting with parents and pupils on any proposed significant changes to the uniform policy and carefully considering any complaints about the policy.

## Basic uniform requirements

### Uniform Requirements

- Black blazer\*
- School tie (purchased directly from CLHS)
- Optional item plain black jumper – no logos and can be worn underneath the blazer, not in place of blazer. Cannot be a sweatshirt.
- Black pleated skirt **or** black pleated Central Lancaster High School skirt
- Full length plain black school trousers
- White plain shirt
- Black or flesh coloured tights or plain black knee high/ankle socks
- Black shoes (no: heeled shoes, above 3 cm, boots, trainers, ballet/dolly/canvas shoes)

### PE Kit Required

- CLHS PE T-Shirt\*
- CLHS PE rugby shirt (optional)\*
- CLHS PE shorts\* or plain black shorts or leggings– no logos
- Black sports socks
- Trainers

### Optional Items

- CLHS PE Tracksuit bottoms\*
- CLHS PE leggings\*
- CLHS PE Rugby Shirt\*
- CLHS PE Hoodie\*
- CLHS PE rain jacket\*
- Football boots

It is expected that all pupils bring their full PE kit and get changed for PE lessons whether they are taking an active part in the lesson or not.

School clothing and sportswear marked \* can only be purchased through our supplier The Uniform & Leisurewear Co. Common Garden Street, Lancaster/Euston Road, Morecambe (01524 388355) <http://www.ualonline.com/>. All items are embroidered with the school logo where applicable. Other items can be purchased through a store of choice.

### Detailed Guidance

We give below some notes for guidance and clarification. School uniform lists can sometimes seem over detailed and over particular. Our experience is that we prevent misunderstandings by being very precise about our requirements. We of course do not wish for parents to spend money on items we do not allow to be worn. The full support of parents is expected with regards to their children wearing the correct uniform.

	<b>Acceptable</b>	<b>Not Acceptable</b>
<b>Blazer</b>	<ul style="list-style-type: none"> <li>✓ Central Lancaster High School blazer</li> </ul> <p>Please note that blazers must be worn at all times unless specific permission has been given by a member of staff for it to be taken off</p>	<ul style="list-style-type: none"> <li>- No blazer</li> <li>- Pushed up or rolled up sleeves</li> <li>- Any other garment e.g. no hoodies allowed</li> </ul>
<b>Tie</b>	<ul style="list-style-type: none"> <li>✓ Central Lancaster High School House Tie</li> </ul>	<ul style="list-style-type: none"> <li>- No tie</li> </ul>
<b>Trousers</b>	<ul style="list-style-type: none"> <li>✓ Black cotton/synthetic cotton</li> <li>✓ Tailored, straight leg</li> <li>✓ Full length</li> <li>✓ Any belts should be black with discreet buckles</li> </ul>	<ul style="list-style-type: none"> <li>- Fashion trousers (denim or corduroy)</li> <li>- Studs, visible buttons, patch pockets or trimmings</li> <li>- Shorts/leggings</li> <li>- Drain pipe/slim leg</li> <li>- Lycra</li> </ul>
<b>Skirts</b>	<ul style="list-style-type: none"> <li>✓ Black pleated skirt/pleated Central Lancaster High School skirt</li> <li>✓ Skirts should sit just above the knee</li> </ul>	<ul style="list-style-type: none"> <li>- Short skirts</li> <li>- Rolled up skirts</li> <li>- Pencil/tube skirts</li> </ul>
<b>Shirts</b>	<ul style="list-style-type: none"> <li>✓ Plain white school shirt</li> <li>✓ Tucked in always and buttoned up at the neck</li> </ul>	<ul style="list-style-type: none"> <li>- Casual/fashion shirts</li> <li>- Shirts worn without a Central Lancaster High School House tie</li> <li>- Shirts worn outside of trousers/skirts</li> </ul>
<b>Shoes</b>	<ul style="list-style-type: none"> <li>✓ Traditional black, flat shoes</li> <li>✓ Black shoes should be worn on the way to and from school</li> </ul>	<ul style="list-style-type: none"> <li>- Heeled shoes</li> <li>- Boots</li> <li>- Trainers</li> <li>- Ballet/dolly/canvas footwear</li> </ul>
<b>Socks and tights</b>	<ul style="list-style-type: none"> <li>✓ Plain black ankle or knee high socks</li> <li>✓ Plain black, opaque or flesh coloured tights</li> </ul>	<ul style="list-style-type: none"> <li>- Coloured or patterned socks</li> <li>- White socks</li> <li>- Knee high socks worn over the knee</li> <li>- Over the knee socks</li> <li>- Trainer socks</li> <li>- Socks with frills/bows</li> </ul>

<b>Hair</b>	<ul style="list-style-type: none"> <li>✓ Neat and tidy</li> <li>✓ Natural colour</li> <li>✓ If hair is long, it is essential it is tied back, for reasons of health and safety, in some practical lessons (e.g. PE, Science, Art and Technology)</li> <li>✓ Hair must not cover the face</li> </ul>	<ul style="list-style-type: none"> <li>- Extreme styles (please do ask in advance if you require further guidance)</li> <li>- Tram lines, asymmetric styles or other shaved styles</li> <li>- Unnatural colour and two-tone colour</li> <li>- Hair extensions</li> <li>- Short hairstyles may be blended smartly and neatly down to a 'number 1' at the back</li> </ul>
<b>Make-up</b>	Subtle: <ul style="list-style-type: none"> <li>✓ Mascara</li> <li>✓ Foundation</li> <li>✓ Concealer</li> </ul>	<ul style="list-style-type: none"> <li>- Nail varnish</li> <li>- Artificial nails, nail extensions or gel colour</li> <li>- False eyelashes</li> <li>- Elaborate eye and eyebrow make up</li> <li>- Fake tan</li> </ul>
<b>Jewellery</b>	<ul style="list-style-type: none"> <li>✓ One wristwatch</li> <li>✓ One pair of silver or gold coloured studs worn traditionally in the lower ear</li> </ul>	<ul style="list-style-type: none"> <li>- Any jewellery other than stated</li> <li>- Smart watches connected to data/mobile phones</li> </ul>

### **Breaches of Policy**

The Uniform and Appearance Policy will be strictly enforced. Every opportunity will be given for pupils to conform to the uniform policy and rectify any identified issues.

Minor breaches of uniform or appearance will result in a detention, at the decision of the pastoral team, in the first instance. This sanction will be increased to internal exclusion for persistent offenders.

The Executive Headteacher / Head of School or member of the senior leadership team may ask a pupil to go home briefly to remedy a serious breach of the school's rules on appearance or uniform. This will count as an authorised absence for as long as the absence is strictly necessary. The parent/carer of the child will be contacted in this instance. If it is not possible for pupils to go home to change they will have lessons in IMPACT until such time as they conform to the policy.

Schools can refuse to allow a pupil to come into school for failing to wear the uniform or maintain the appearance required by the school. This is not a suspension. A suspension is refusing to admit to the school; in the case of a breach of uniform the school is willing to admit the pupil but insist that they are properly dressed.

**The school is always the final arbiter of what constitutes appropriate and acceptable dress and appearance.**