



Chapelford Village Primary School

Uniform Policy

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Summary of changes

Date of review	Summary of changes
May 2015 (v1)	Draft document
June 2015 (v2)	Adopted by LGB
Summer 2017 (v3)	Updated policy
Autumn 2018 (v4)	Updated policy
Autum 2021 (v5)	Updated policy in line with DFE Cost of School Uniform Guidance
Autumn 2022 (v6)	Updated in line with September DfE guidance
September 2024 (v7)	Updated policy

APPROVED BY:

Chair of Governors on 19th September 2024

Headteacher on 19th September 2024

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Statement of intent

Chapelford Village Primary 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.

At Chapelford Village Primary School, we believe school uniform plays a valuable role in contributing to the ethos of our school. We also believe that it:

- sets an appropriate, positive tone for education
- can instil pride
- support positive behaviour and discipline
- provides a sense of belonging and identity
- promotes the ethos of the school, and our core values of Learn, Achieve, Respect
- ensures pupils of all races and backgrounds feel welcome
- protects children from social pressures to dress in a particular way; and
- nurtures cohesion between different groups of pupils
- should take account of health and safety issues.

Above all, we believe that school uniform supports effective teaching and learning.

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
- Education (Guidance about Costs of School Uniforms) Act 2021

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

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 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 regarding the school's uniform and making appropriate recommendations to the governing board.
- Providing pupils with an exemption letter 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.
- Disciplining pupils who are in breach of this policy.
- 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.

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 consider 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.
- Looked after children (LAC) and Post – Looked after children (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.

The school keeps variations in school 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 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, 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 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 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 'School uniform supplier' section of this policy.

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

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 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 'School uniform' section of this policy regardless of the legal sex recorded on the school's records. Transgender pupils are supported to access the uniform that best reflects their gender expression.

The school 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 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.

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.

School uniform suppliers

Our current school uniform suppliers are:

Warrington Schoolwear Shop

50-54 Buttermarket St, Warrington WA1 2NN
01925 576868

SG Embroidery

Gilbert Wakefield House, 65 Bewsey St, Warrington WA2 7JQ
info@sg-embroidery.co.uk
01925 491020

Touchline Warrington

Liverpool Rd, Warrington WA5 1AE
admin@touchline-embroidery.com
01925 713777

The above-named suppliers accept uniform assistance vouchers from Chapelford Village Primary school.

Uniform assistance

The school supports vulnerable families in meeting the costs of uniforms. School uniform assistance is provided via a voucher worth £25 that can be spent on school clothing. The budget for the school uniform assistance scheme comes from pupil premium funds.

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 and return it to the school office.

The school holds second-hand school uniforms within school 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.

Any uniform that is surplus to requirement that school is unable to store is donated to Warrington Foodbank where they have a free second-hand uniform shop this is located in Golden Square Shopping Centre

Non-compliance

Where a child is not wearing full uniform for school and a request for exemption has not been received, this should be challenged by staff at a level appropriate to the child's stage of development.

It is expected that in the vast majority of cases, a question about why uniform is not being worn and a request for this to be rectified the following day will be sufficient.

However, in event of a child persistently not wearing uniform, without any agreement from the Headteacher, the Headteacher should write to the parents requesting that the correct uniform is used, as soon as possible.

In extreme circumstances and /or where a parent refuses to support the school policy, the school will take additional measures in line with school policy and Omega MAT guidance.

School Uniform

When deciding on School uniform, every effort has been made to ensure that the cost to parents is minimised. The vast majority of items are available from a range of sources.

Item	Optional or required	Branding	How to acquire	Cost per item from school supplier
Regular school uniform				
Royal Blue Sweatshirt or Cardigan	Required	Optional	Branded sweatshirt and cardigan available from school suppliers and second hand from school /foodbank. Royal blue sweatshirt or cardigan can be bought from regular retailers.	Branded: £6.30 - £10.00
Royal Blue / light blue polo shirt	Required	Optional	Available from school suppliers, second hand from school office / food bank and available from regular retailers.	Branded: £4.60 - £7.50
Grey trousers or grey skirt/pinafore	Required	No branding	Available from regular retailers.	N/A
White/grey/black school socks	Required	No branding	Available from regular retailers	N/A
Sensible, plain black shoes or black ankle boots (21/22) and black shoes only (22/23)	Required	No branding	9 Available from regular retailers.	N/A

PE kit				
Plain white t-shirt	Required	Optional	Available from school suppliers, second hand from school office / food bank and available from regular retailers.	Branded: £3.10 - £5.50
Plain black or blue shorts	Required	No branding	Available from school suppliers, second hand from school office / food bank and available from regular retailers.	N/A
Indoor PE – Pumps or trainers Outdoor PE – Trainers	Required	No branding	Available from school suppliers, second hand from school office / food bank and available from regular retailers.	N/A
Accessories				
School book bag	Optional	School logo	Available from school office and / or school suppliers	£5.00 - £6.00
School PE bag	Optional	School Logo	Available from school office and / or school suppliers	£3.50 - £4.00
Fleece	Optional	School Logo	Available from school suppliers	£11.00
Jacket	Optional	School Logo	Available from school suppliers, second hand from school office / food bank	£13.75 - £20.00
Beanie Hat	Optional	School Logo	Available from school office	£5.00
Water bottle	Optional	School Logo	Available from school office	£2.00

Clothing with school logo



Clothing without school logo



Footwear

Black shoes with flat heel or black ankle boots are permitted for the academic year 22/23. As from September 2023 plain black leather type shoes with a flat heel will be the requirement. Boots, flip-flops, trainers of any kind, sandals, jellies or crocs are not appropriate footwear for school. If it is a wet or cold day and your child needs to wear wellies or warm boots to travel to school, please make sure they have normal school shoes to change into.

Summer Uniform

During the Summer Term (after Easter) children have the option to wear the summer uniform:

- Grey school shorts
- Blue gingham summer dress

Jewellery

A single earring in the lobe of each ear i.e. a single pair of small studs may be worn. These must be covered with tape during P.E. sessions to comply with Health and Safety regulations. We request parents provide the tape to cover earrings or children remove earrings themselves for the purpose of PE or physical activity. No other jewellery is permitted to be worn by children.

Watches may be worn but parents are reminded that pupils must be responsible for their own property. The wearing of smart watches i.e. Fitbits, Apple watch etc. are not permitted.

Make up and Cosmetics

Make up and cosmetics are not considered appropriate or consistent with our school uniform. This also includes the wearing of nail varnish which is not permitted. The school does not permit such products to be worn by any children unless there is a specific event for which the Head has given permission.

Hairstyles

The school reserves the right to make a judgement on where pupils' hairstyles or hair colours are inappropriate for the school environment; however, will ensure that any such judgements do not discriminate against any pupil by virtue of their protected characteristics. Each individual pupil's scenario will be considered where any judgements on appropriateness are to be made, and parents will always have the freedom to complain via the school's Complaints Procedures Policy.

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 school:

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

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:

- Loose-fitting and lightweight shirts and dresses with sleeves and collars or covered necklines.
- Over the knee skirts, shorts or trousers.
- Tops that cover the shoulder area.
- Sunglasses with UV protection when outside, where possible.

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.

The school reserves the right to allow children to wear alternative clothing to school uniform for extreme weather cases as part of a Risk Assessment process.

For cold temperatures, this includes wearing:

- Scarfs, gloves, coats and hats when they are outside.
- Jogging bottoms and sweat tops for outdoor PE during cold weather
- 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. The school cannot be held responsible for lost items of school clothing.

Any lost clothing is to be taken to the lost property box in each year group. All lost property is retained for one week.

Monitoring and review

This policy is reviewed annually by governors and the Headteacher.

Appendix One:

School Uniform Assistance Application Form

Children who attend Chapelford Village Primary School are eligible for school uniform assistance if they receive Pupil Premium.

This scheme is open to children in **Years EY - 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: _____

What happens next?

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