



# **Uniform and Appearance Policy**

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## **Common Uniform Policy for South Ribble**

### **1. INTRODUCTION**

It is an expectation that all parents and pupils will have read the uniform policy of the school which they attend and will adhere to that school's policy. Each school will sanction incorrect uniform because we see infringement of uniform policy as an act of defiance.

### **2. AIM OF THIS POLICY**

The aim of this policy is to set out with clarity the common practice which takes place across all schools within the South Ribble District in relation to uniform policy and the enforcement of uniform policy. All parents sign a Home/School Agreement and this policy supports that agreement across all schools in South Ribble.

### **3. THE PURPOSE OF SCHOOL UNIFORM**

Every school in South Ribble has its own distinct uniform. This is to instil pride in the school and to help students to identify with the policies and traditions of each school. A typical comment from teenagers may be that a uniform infringement doesn't stop them from learning. Neither does a pilot's uniform help them to fly a plane better or an accountant's suit enable them to make more accurate calculations. However, they add to the prestige of those wearing the required clothing and the sense that they are part of a larger group of people who represent a set of standards and values. Uniform is also an important social leveller as students cannot engage in one-upmanship with brands or designs.

### **4. ELEMENTS OF UNIFORM POLICY**

Each school's policy will have minor differences, but they will all have requirements that deal with the following areas in addition to the wearing of blazers/ties etc.:

- Haircuts (colour, length, extreme styles)
- Colour of clothing items
- Style of clothing (the cut of trousers, the length of skirts)
- Jewellery/make-up use/false nails/fake tan/fake eyelashes
- Appropriate shoe styles

### **5. HOW UNIFORM POLICY IS ENFORCED**

All schools in South Ribble operate a staged progression of sanctions when students do not comply with uniform policy

- i. Warning / Request to remove inappropriate items and hand to staff

- ii. Pupils may be offered spare uniform provided by the school as a short term measure during the day
- iii. Parents may be asked to collect from the school to remedy the uniform issue
- iv. Detention
- v. Isolation:
  - a. for repeat offences
  - or*
  - b. if a pupil is unable to address a uniform issue directly (for example the wearing of false lashes/hair dye)
- vi. For continued repeated uniform infringements a Fixed Term Exclusion may be issued

Support will be offered by schools through the provision of correct uniform for families suffering financial hardship.

## **6. NON-UNIFORM DAYS**

Schools may run non-uniform days for fund-raising activities or special occasions. A school remains a place of study and schools will still enforce standards for appropriate study and work in school on non-uniform days such as age-appropriate clothing, clothing without offensive messages.

**The school is the final arbiter in any decision about appropriate uniform/dress code.**

## **Introduction and Aims**

Penwortham Priory Academy (PPA) expects the highest standards of its pupils and uniform, and appearance is no exception. Pupils at Priory are extremely proud of their school uniform, knowing when they put on our uniform, they 'put on our school' and so wear it with pride. Parents are expected to support our school uniform and appearance policy. The school believes parents have a duty to send their child to school appropriately dressed and ready to learn. Parents should ensure their child is wearing their uniform correctly and that it is clean. Our staff consistently implement our expected high standards of uniform and appearance.

This policy is designed to make clear to pupils and parents **how** they can achieve our high expectations of uniform and appearance. It is also important to make clear to them **why** this is necessary, not only as a precursor for preparing them for their lives beyond Priory, but to ensure all pupils can be confident through their smart appearance, represent the school appropriately and feel that they belong to our school community.

Our school is a place for teaching and learning; the school uniform policy is based on this fundamental fact, fostering the best possible environment for all pupils to 'Learn to Succeed', without the distraction of our pupils feeling they have to look a certain way with the one-upmanship that brands or designs can bring.

### **Aims of this Policy**

- To instil a sense of pride and community in our pupils
- To enable uniform to be both smart and affordable for all parents
- To allow additional activities such as sports to be facilitated and safe
- To promote equality amongst all students through their appearance

### **The role of parents**

Parents are expected to support this school uniform policy. The school believes parents have a duty to send their child to school appropriately dressed and ready to learn. Parents should ensure their child is wearing their uniform correctly and that it is clean.

### **The role of staff**

**To support this policy**, staff must meet pupils at the door of their learning area to consistently implement our expected high standards of uniform and appearance.

At the end of each session, staff must supervise pupils leaving their learning area at the door to ensure pupils leave in a manner that reflects our expected high standards of uniform and appearance.

## **Information and Rules – Uniform**

### **Uniform**

Black blazer with badged pocket*	Plain grey or black socks must be worn with trousers Plain white knee length socks (no frills/bows/embellishments) or opaque black tights must be worn with skirt
Black full-length straight leg trousers, either flat fronted or single pleat (No drainpipe, skinny fit, flares or leggings, no stretch Lycra)	Sensible black shoes – no high heels, canvas shoes, trainers or boots
Knee length pleated black skirt with* or without school badge	Sensible outdoor coat – no leather, denim, suede, track-suit tops or hoodies
White stiff-collared school shirt, short or long sleeves	Hijabs (head scarves), if worn, must be black
Optional black v-neck jumper with* or without school badge	
The school tie (worn by house colour) is only available direct from school, at a cost of £6.00.	
As part of promoting our school culture, pupils are expected to wear house and award badges on their blazers to celebrate achievement, foster a sense of identity and belonging, and demonstrate pride in our school community (badges are provided free of charge however replacements cost £1 and can be purchased via SCOPay).	

\*items only available via specialist stockist

**All items should be clearly labelled with the pupil's name.**

**The school will be the final arbiter regarding suitability of dress and appearance.**



## PE kit

Compulsory	Optional
Navy shorts or leggings with school badge*	Navy ¼ zip or full zip training top with school badge*
Navy short-sleeved crew neck shirt with school badge* (or optional white polo shirt with school badge*)	Navy tracksuit pants with school badge*
Long navy games socks (no sports brand) for outdoor activities. Optional with school badge*	Towel
White crew sports socks (no sports brand) for indoor and summer activities	Hair bobble for long hair that impedes vision
AstroTurf trainers	Shin pads (strongly recommended for football and rugby)
	Gum shields (recommended for rugby) Pupils will be informed when they are required

\*items only available via specialist stockist

**All items should be clearly labelled with the pupil's name.**

**The school will be the final arbiter regarding suitability of dress and appearance.**

## School Uniform Stockists

Certain items of school uniform and PE kit are only available from the following suppliers:

Our recommended stockist is:

**Justs Clothing** 53 Pope Lane, Penwortham, Preston, PR1 9JN.

Other stockists are:

**Smart Clothing** 54 Lancaster Road, Preston, PR1 1DD.  
**Top One Clothing** 39 St John's Shopping Centre, Preston, PR1 1FB.

## Financial Assistance

Parents whose income falls below a certain level may, in certain circumstances, be able to obtain a grant from the Education Authority to cover the whole, or part, of the

uniform. Any enquiries should be directed to the Area Education Office, either by phone, 01772 532190, or via email [pupilaccess.southadmissions@lancashire.gov.uk](mailto:pupilaccess.southadmissions@lancashire.gov.uk).

### **Uniform Banks**

The pastoral office has a limited stock of pre-loved uniform that we can offer to families who are experiencing difficult circumstances. Please contact them via email at [pastoral@priory.lancs.sch.uk](mailto:pastoral@priory.lancs.sch.uk) to find out what support we can offer, or alternatively, liaise with your child's Head of Year. South Ribble Borough Council may also run a uniform bank in the summer and offer further support. Publicity for this can be found on the council's social media.

### **Unforeseen Circumstances**

We appreciate that occasionally difficulties may occur with items of uniform. If there is any reason why a pupil needs to wear an item of clothing or footwear which is not correct uniform for a short period of time it is important that they see their Head of Year immediately. Incorrect uniform should, however, be rectified within two days unless exceptional circumstances deem this unattainable. Any decision to extend this two day rule can only be taken by the Head of Year or, in the absence of the Head of Year, the Pastoral Manager, and must be accompanied by a clear deadline of when the correct uniform will be worn again.

## **Information and Rules – Appearance**

### **Jewellery**

No jewellery is permitted, except for sensible wristwatches. These should be removed for PE for health and safety reasons.

Earrings are not permitted, including clear piercings/retainers.

Note: Non-smart watches are the responsibility of the pupil and not the school. Penwortham Priory Academy does not accept liability for any items which are lost or damaged on our premises.

### **Accessories**

No accessories may be worn by pupils. Items not permitted include, but are not limited to:

- Sunglasses
- Badges – other than the school badge, department and prefect badges
- Hats – other than for the walk to and from school
- Decorative hair accessories ie, bows/headbands

### **Cosmetics**

- False/acrylic nails and nail extensions are not permitted
- No nail varnish should be worn
- Make-up is not allowed to be worn
- No fake tan
- No false eye lashes

Note: Pupils wearing make-up will be required to remove it or will be sent home to remove it.

### **Hairstyles**

- Hair may not be worn in what is considered to be an extreme or outrageous style
- Pupils are not permitted to have hair shaved below a number 2 cut (grade 2 =  $\frac{1}{4}$  of an inch or 6mm)
- Hair colour must be that of natural shades
- Hair extensions may not be worn
- Hair braids must not be worn with beads, ribbons or any other decoration.
- Long hair must be tied back for PE and other sporting activities, practical Food Technology lessons and Science experiments.

### **School Bags**

Pupils must use an appropriately sized, sensible, sturdy and waterproof bag to carry their books and equipment. It should hold A4 workbooks comfortably and without causing any damage. A separate bag should be used for a PE kit.

## **Uniform and Appearance Infringement Procedure**

Where there is an infringement of the Uniform and Appearance Policy the following procedure will apply:

- The pupil will be referred to their Head of Year or, in the absence of the Head of Year, the Pastoral Manager
- The pupil's Head of Year or, in the absence of the Head of Year, the Pastoral Manager will contact home to request that the correct items be brought into school
- The pupil's Head of Year or, in the absence of the Head of Year, the Pastoral Manager will equip the pupil with a correct borrowed item provided by the school
- In extreme cases, the pupil's Head of Year or, in the absence of the Head of Year, the Pastoral Manager, will send the pupil home to change but on such occasions parents will be informed.

## **Religious Items and Clothing**

Penwortham Priory Academy does not discriminate and welcomes all pupils regardless of faith or belief. The school must, however, weigh the needs and rights of individual pupils against the cohesion and health and safety concerns of the entire school community.

Parents' concerns and requests regarding religious clothing will be dealt with on a case by case basis and in accordance with the school's complaints policy.