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Tenterden Infant School

*'Together, we learn, grow and flourish'*

Tenterden Church of England Junior School

*'With God as our companion, we learn, grow and flourish'*

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## **Tenterden Primary Federation**

# **SCHOOL UNIFORM AND APPEARANCE POLICY**

DATE OF POLICY: JANUARY 2019

## **Ethos: Achieve, Believe Care**

Through our curriculum, caring ethos and a strong community we believe in everyone reaching their potential and achieving highly in all areas of the curriculum. Our pride in these high standards is also reflected in the attention we take in our school uniform, how smart we look in our general appearance and the feeling of belonging that it creates.

It is our school policy that all children wear school uniform when attending our school or when participating in a school organised event outside of normal school hours. The uniform is part of our school ethos and in coming to The Tenterden Primary Federation Schools, parents agree to support our policy on this. There are special days throughout the year when children participate in non-school uniform days to support charities or special school events.

## **Aims**

Our school uniform and appearance policy is based on the belief that it:

- Promotes a sense of pride in our school and looks smart;
- Develops a sense of community and a strong feeling of belonging;
- Identifies all children as a member of Tenterden Primary Federation when we take part in out of school educational activities and visits;
- Has a positive impact on learning behaviours and attitudes in school; fashion clothing can be distracting;
- Makes children feel equal to others in terms of appearance; no child stands out or makes another child feel inadequate for not having specific fashion item
- Is regarded as suitable, practical wear for school and considered by most parents as good value for money;
- Is designed with health and safety in mind and is practical.

Uniform with the school logo; sweatshirts, polo shirts, PE Kit are all available from our supplier: *myclothing.com*. All other items can be bought from a variety of shops and supermarkets at a reasonable price. Please mark all clothing with your child's name. The school cannot accept any responsibility for misplaced clothing but, if clothing is clearly marked, we will make every effort to see lost items are returned.

## **School Uniform Guidelines**

### **Infant School**

Available from My Clothing Limited and can be delivered.

School zipper fleece- for outside wear only

School Sweatshirt- for wear inside and outside

School polo shirt with logo

School Book Bag

Available from any high street shop:

Summer dress - blue check

Trousers – grey or navy- (no black trousers or leggings permitted\*)

Skirts – grey or navy

All sock and tights - plain white, grey or navy blue. Children are permitted to wear plain knee high socks; socks must not go over the knee.

Shoes –black (no boots or trainers or open toe)

**\*Please note some stores label tight fitting trousers as school trousers, these are not acceptable as school uniform. Please buy straight legged trousers. Please see our website for images or speak to the school if you are not sure what to buy.**

### PE kit

Shorts- black  
Polo/T- shirt- white  
Tracksuit for outdoor PE lessons in cold weather  
Plimsolls for indoor PE  
Trainers are more practical for outdoor PE

## Junior School

Available from My Clothing Limited and can be delivered.

School zipper fleece- for outside wear only  
School Sweatshirt- for inside and outside wear  
School polo shirt with logo  
School Tie  
School Book Bag

Available from any high street shop:

Shirt - blue (to be worn with a tie)  
Summer dress - blue check  
Trousers – grey or navy (no black trousers or leggings permitted\*)  
Skirts – grey or navy

All sock and tights - plain white, grey or navy blue. Children are permitted to wear plain knee high socks, socks must not go over the knee.

Shoes –black (no boots or trainers)

**\* please note some stores label tight fitting trousers as school trousers, these are not acceptable as school uniform. Please buy straight legged trousers. Please see our website for images or speak to the school if you are not sure what to buy.**

### PE kit

Shorts- black  
Polo/T- shirt-white  
Tracksuit for outdoor PE lessons in cold weather  
Plimsolls for indoor PE (recommended for lower school children)  
Trainers are more practical for outdoor PE

## **Common Guidelines for Infant and Junior School**

### **Jewellery**

- Children are not to wear jewellery in school.  
The exceptions to this rule are children with pierced ears can wear one pair of stud earrings, no hooped earrings are allowed - it can result in injuries during play and other more active learning times). Children may wear a watch to school with the exception of a smart watch.
- In PE lessons stud ear-rings should be removed and recently pierced ears should be taped over with microporous tape (provided by parents).

Note: Staff do not put ear studs back in, if the child cannot manage it and a small container needs to be provided to house the studs during the lesson.

### **Hair**

- Hairstyles should be reasonable and appropriate for being in a learning environment at school.
- All long hair needs to be tied back, at all times.
- Extreme hairstyles, which are unacceptable, would include shaved patterns in the scalp, Mohicans and unnaturally coloured dyes - that is hair dyes that are different to natural hair colour. These hairstyles are not acceptable at school.
- Hair braids and large bows and hairbands with large flowers etc. are not suitable for school.
- Parents will be contacted if the rules for hairstyles is not met

### **Make-up**

- Make-up is not acceptable under any circumstances, including nail varnish. A child coming to school with nail polish will be asked to have it removed by the following day.
- Fake tattoos are not appropriate at school and must be removed without trace. A child coming to school with fake tattoos will be asked to remove them.

### **Shoes**

- Shoes need to be robust school shoes that protect your child's feet during the school day, including play times.
- Trainers are not permitted and children will be asked for a reason why they are wearing them.
- Children are not permitted to wear fashion boots or open toes shoes e.g. sandals and flip-flops during the school day.

Parents / Carers will be contacted if inappropriate shoes are continually being worn to school and requested that their school shoes are worn the next day.

From time to time, the school will sell second hand uniform on sale for 50p an item. Please ask for more details.

If you have any queries regarding uniform, then please contact the school office who will be happy to help you further.

### **Role of the Executive Headteacher/Head of Schools/Deputy Headteacher and Governing Body**

#### **The Executive Headteacher/Head of Schools:**

- Implements and monitors the policy throughout the school community as part of the duty within maintenance of day-to-day discipline in the school;
- Has overall responsibility for ensuring standards are maintained;
- Is responsible for any disciplinary measures required for failing to follow the uniform rules;
- Issues letters to parents /carers as required.

### The Governing Body:

- Should be receptive to any reasonable complaint from parents/carers concerning uniform, by handling it respectfully and considering fully the issues they raise.
- Should ensure the school uniform and appearance policy is upheld and to promote the importance of this to the school community.

### **Role of the Staff**

#### The staff will:

- Support the Executive Headteacher / Head of Schools in maintaining high standards of uniform dress and appearance following the communication guidance with children and parents to ensure high standards are maintained. These are:
  - Speak to the child discretely to remind them of appearance rules
  - Make discreet and sympathetic enquiries when children fail to wear school uniform, sometimes there is a genuine reason why an item of clothing may be different for a day
  - Failure to meet the rules with no valid reason will lead to a dojo warning
  - Failure to meet the rules following earlier actions to speak to the child and contact parents to ascertain reasons for not following the policy will lead to a DOJO negative
  - Continued failure to meet the rules- pass the concern to senior level in school
- Give positive encouragement to children setting good examples of dress and appearance.

### **Role of the Parents/Carers**

#### The Parents / Carers will:

- Follows the School Uniform and Appearance Policy in line with the Home-School Agreement.
- Ensure children come properly dressed and looking smart, ready for their daily schoolwork every day.
- Ensure every child has a full PE kit. Children not meeting the policy rules, PE kit and appearance will not be able to represent the school at special events e.g. sport competitions.
- Ensure their child does not have a hairstyle that contravenes the policy.
- Ensure all items of clothing are named clearly – this helps lost items be easily identified and returned.
- Parents / Carers should raise any complaints about the school uniform by following the school complaints procedure.

### **Role of the Children.**

#### The Children will:

- Wear the school uniform when attending school, including correct shoes and having the expected standards of appearance when representing the school or when participating in a school organised event outside normal school hours.
- Wear the school uniform with pride, tie long hair back, do not shave or dye hair and leave jewellery at home
- Aim to keep their uniform clean and tidy and look after it at school
- Remember to bring PE kit on the correct days. If they have ear studs be responsible for covering them or removing them in a PE lesson.

### **Inclusion**

All children have equal access to wearing school uniform regardless of their race, religion, gender, disability or ability. We ensure that the set uniform respects other policies such as race relations, sex discrimination and allows for individual sets of circumstances of all groups and individuals.

Tenterden Primary Federation is committed to creating a positive climate that will enable everyone to work free from racial intimidation, discrimination and harassment and to achieve their full potential.

## Non-compliance with the School Uniform Policy

1. If a child breaches the uniform policy, the teaching team will discreetly talk to them to find out why they are not in uniform and to remind them of the need to wear one. Should there not be a reasonable reason for the breach of rules a warning dojo will be applied, parents will be contacted. Should the problem continue a negative dojo will be applied and parents will be contacted again. Should the problem still continue it will be escalated to senior level.
2. An informal letter may be sent home to parents at this stage, notifying them of this breach, parents may be asked to attend a meeting.
3. Collective praise for wearing uniform as well, as reminders of the need to do so, will also be given to classes within assemblies.
4. The Executive Headteacher, Head of Schools or Deputy Headteacher may feel the need to contact parents/carers to bring some suitable uniform to school immediately. As an alternative to this, a supply of spare uniform will be kept in school and children may be asked to change into this. We request that this is returned to school washed so it can be used again, thank you.

**We understand that there may be some exceptional and unavoidable situations where children may have to come to school without a part of their school uniform (lost or damaged) then we ask parent/carer to inform us by letter on the day to confirm the reason.**

**Persistent non-compliance**: The Executive Headteacher will contact the parent directly to discuss this matter. Continued non-observance of the policy will result in a formal letter and meeting to support adherence to the School Uniform and Appearance Policy.

Exclusion is not normally an appropriate response to breaches of school uniform/appearance policies. However, where these breaches are persistent and in open defiance of the school's uniform or appearance policy, and where all other avenues have been exhausted, then the school may consider a fixed exclusion as a last resort depending on the circumstances of the case.

Tenterden Primary Federation expects all pupils and parents to conform with this policy, but in the event of persistent breaches, we will work closely with the parents/carers to resolve the situation. Through the Home School agreement parents and carers agree to support the school policies and we thank you for this support, as it enables us to run a school which values high standards and provides safe and secure learning environment for the children.

DATE OF POLICY: JANUARY 2019

DATE OF REVIEW: JANUARY 2022