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## Ridgeway Farm CE Academy

### School Uniform Policy

#### **Intent**

Ridgeway Farm CE Academy 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.

#### **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 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 academy council is responsible for:***

- Establishing, in consultation with the Heads of School 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.

***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 in regard to the school's uniform and making appropriate recommendations to the academy council.
- Ensuring that relevant exceptions and exemptions are made if required, e.g. for a pupil who has a broken arm and requires a loose-fitting top or for pupils with a specific SEND need.

***Staff members are responsible for:***

- Ensuring that pupils dress in accordance with this policy at all times.
- Addressing concerns with the parents of 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 the reasons why.
- Ensuring that their child's uniform is named, 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

Ridgeway Farm CE Academy 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 take into account 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.
- LAC and 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 ensures that there are no variations in school uniform for different groups of pupils, (with the exception of pupil parliament ties which are given to nominated pupils) 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.

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, including notifying parents of the suppliers' discount scheme, and does not enter into 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 academy council, 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 supplier

Our current school uniform supplier is:

The Famous by Monkhouse

1B, Plaza, 21 Sanford St, Swindon SN1 1HE

[01793 520843](tel:01793520843)

The academy council will ensure that a written contract is in place with the supplier for branded items.

The school will retender the uniform contract every five years, whether changes to the uniform are made or not, in line with the Tendering and Procurement Policy. The academy council will be able to demonstrate how uniform is procured at the best value for money. The Headteacher 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 school does not sign contracts with suppliers before requesting visualisations of proposed uniform, as well as fabric samples.

The school will confirm the school uniform with the supplier annually by November at the latest. Where the school is proposing to change suppliers, it will reach out to suppliers by October in the determination year.

## Uniform assistance

The school supports vulnerable families in meeting the costs of uniforms when their children start in Reception.

In addition, parents can request school uniform assistance if they are eligible for FSM. Parents should discuss their need with the Headteacher in the first instance.



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The school holds a range of second-hand school uniform at both settings which is regularly offered for sale at second-hand sales for a small cost. In addition, second-hand school uniform is donated to families whose needs are identified by school staff, i.e. Early Help assessments, meetings with parents, discussion regarding missing uniform. Parents are encouraged to donate their child's uniform when they no longer need it.

### **Non-compliance**

Staff members are required to follow up concerns with parents, verbally in the first instance, regarding missing items of uniform and to seek a solution to resolve any issues.

If uniform items are repeatedly missing, or concerns regarding incorrect or missing uniform are not rectified, a more formal letter will be sent home to parents which details the missing or incorrect items and the steps which need to be taken to ensure that the correct uniform is worn.



## Ridgeway Farm CE Academy School uniform

### School Colours

Our school colours are as follows:

- Navy
- White
- Grey Clothing

Ridgeway Farm CE Academy's school uniform is as follows:

| Item   | Optional or required | Branding   | How to acquire   | Cost per item from uniform supplier |
|--|----------------------|--|--|-------------------------------------|
| <b>Regular uniform (required all year round)</b>                                   |                      |  |  |                                     |
| Navy sweatshirt or cardigan  | Required             | School logo on right-hand side<br><br>Non-branded items are acceptable | Available from school supplier, second hand sales and available from regular retailers |                                     |
| White short sleeved polo shirt   | Required             | School logo on right-hand side<br><br>Non-branded items are acceptable | Available from school supplier, second hand sales and available from regular retailers |                                     |
| Grey or charcoal trousers / shorts skirt / pinafore                                | Required             | No branding  | Available from regular retailers.  |                                     |
| Plain black or white trainers  | Required             | No branding  | Available from regular retailers.  |                                     |
| <b>Regular school uniform – summer (after Easter holiday to October half term)</b> |                      |  |  |                                     |
| Navy and white checked gingham dress   | Optional             | No branding  | Available from school supplier, second hand sales and available from regular retailers |                                     |
| <b>PE kit</b>  |                      |  |  |                                     |
| KS1 Navy polo shirt  | Required             | School logo on right-hand side<br><br>Non-branded items are acceptable | Available from school supplier, second hand sales and available from regular retailers |                                     |
| KS1 Navy hoodie  | Required             | School logo on right-hand side   | Available from school supplier, second hand  |                                     |



|                       |          |                                  |  |  |
|-----------------------|----------|----------------------------------|--|--|
|                       |          | Non-branded items are acceptable | sales and available from regular retailers           |  |
| Navy sports shorts    | Required | No branding                      | Available from regular retailers.                    |  |
| KS2 Polo shirt        | Required | School logo on right-hand side   | Available from school supplier and second hand sales |  |
| KS2 Shorts            | Required | School logo on right-hand side   | Available from school supplier and second hand sales |  |
| KS2 Hoodie            | Required | School logo on right-hand side   | Available from school supplier and second hand sales |  |
| Navy leggings/joggers | Required | No branding                      | Available from regular retailers.                    |  |
| <b>Accessories</b>    |          |                                  |  |  |
| Navy book bag         | Optional | School logo                      | Available from school supplier                       |  |

### Footwear, socks and tights

Children wear trainers for all activities as we are an active school. All trainers should be black or plain white.

Grey and charcoal trousers, skirts and dresses should be worn with ankle or knee-length grey/white socks or grey or navy plain tights.

Shorts should be worn with grey, black or white socks, not tights.

Summer gingham dresses should be worn with white socks, not tights.

### Jewellery

Small studs worn in pierced ears are the only acceptable items of jewellery. For safety reasons, hooped or dangling earrings must not be worn. Stud earrings must be removed before P.E.

Jewellery is the responsibility of the pupil and not the school. Lost or damaged items will not be refunded.

### School bag

Pupils must have either a school book bag or an appropriately sized waterproof bag to carry their books and equipment. It should hold A4-sized work books comfortably without causing any damage.

School bags featuring inappropriate images, slogans or phrases are not permitted. The school will not be liable for lost or damaged school bags. 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 taken into account 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.

Hairstyles must be of a conventional nature with no tram-lines, shaved or brightly-coloured, dyed hair. Long hair should be tied back away from the face at all times using hair bands/slides in the school colours (black/grey/navy). Only small hairbands should be worn in the hair (no large adornments).

## **Makeup**

Pupils are not permitted to wear makeup. This includes temporary tattoos, nail varnish or gel/acrylic nails.

Pupils who have temporary tattoos or nail varnish will be asked to remove them and parents notified.

## **Adverse weather**

All pupils are required to wear weather-appropriate clothing during adverse weather.

For hot temperatures, pupils will be encouraged/permitted to:

- Wear PE Kit
- Wear short sleeved shirts and remove jumpers/cardigans and have t-shirts untucked
- Wear sunglasses with UV protection when outside, where possible.
- Wear a sun hat which covers the back of the neck and shades the face

For cold temperatures, this includes wearing:

- Scarfs, gloves, coats and hats when they are outside (all of which must be clearly named)
- Vests or long sleeved t-shirts under school shirts

## **Labelling**

All pupils' clothing and footwear must be clearly labelled with their name.

Any lost clothing is stored within the class or on the wrap around care trollies. Lost property is retained for a maximum of half a term and is disposed of or included in second hand sales if it is not collected within this time.

Monitoring and review



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This policy is reviewed every two years by the Chair of Academy Council and the Headteacher.

The scheduled review date for this policy is September 2026