Uniform Policy

Statement of intent:

At Burley Oaks Primary School, we respect and value all children and are committed to providing a caring, friendly and safe environment for all our pupils so they can learn, in a relaxed and secure atmosphere. We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services at Burley Oaks Primary School. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying.

The main priority is to prevent an emergency from occurring in the setting; however, this is sometimes, unfortunately, out of the hands of the school. In an emergency, staff members at Burley Oaks Primary School will endeavour to take all reasonable actions in order to ensure the safety of pupils.

The procedures outlined in this policy aim to minimise disruption to the learning environment whilst ensuring the safety of all pupils, staff members and visitors.

Agreed by the Local Governing Board: March 2025

Renewal date: March 2028

Chair of Governors **Date:** 12th March 2025

Headteacher **Date:** 12th March 2028

Contents:

Statement of intent

1. Legal framework
2. Roles and responsibilities
3. Cost principles
4. Equality principles
5. Complaints and challenges
6. School uniform supplier
7. Uniform assistance
8. Non-compliance
9. School uniform
10. Adverse weather
11. Labelling
12. Monitoring and review

Appendices

A. School Uniform Assistance Application Form

Statement of Intent

Burley Oaks 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.

1. 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
- Equality and Human Rights Commission (2022) 'Preventing hair discrimination in schools'

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 (2024) 'School uniforms: guidance for schools'

This policy operates in conjunction with the following Trust and school policies:

- Complaints Procedures Policy
- Positive Behaviour Policy
- Tendering and Procurement and contract management Policy (MLT)
- Equalities policy and information (MLT)

2. 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.

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 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.

- Processing and approving all eligible School Uniform Assistance Application Forms.

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.

3. 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 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 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.

4. 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 **all** pupils and parents of pupils.

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.

5. 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.

6. School uniform supplier

Our current school uniform suppliers are:

1) Wharfedale Uniforms
   2 Cowpasture Rd, Ilkley LS29 8SR
   07866 762291
   http://wharfedaleuniforms.com/burleyoaksprimary/

   Uniform can be purchased in the following ways:
   - In store
   - Online
   - Via phone and collected in school

2) Sue Knowles Embroidery
   07957 771721 or susan_knowles@sky.com
   Uniform may be purchased online or via phone. For order form, please click here.

Our school uniform suppliers accept school uniform assistance vouchers.

The governing board 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 and contract management Policy. The governing board 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.

7. Uniform assistance

Children who attend Burley Oaks Primary School are eligible for school uniform assistance if the family is in receipt of any of the following benefits:

- Income Support
- Income Based Jobseekers Allowance
- Income Related Employment and Support Allowance
- Child Tax Credit with an annual income of less than £16,190, provided they are not receiving Working Tax Credit
- the 'Guaranteed' element of the State Pension Credit
- support under Part VI of the Immigration and Asylum Act 1999 (you will need to apply directly to the school or call the Education Service on 01274 439393)
- Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for Working Tax Credit)
- Universal Credit with an annual net earned income threshold of less than £7,400

This scheme is open to children in Reception to Year 6. The allowance is for buying suitable school wear and is paid once a year.School uniform assistance is provided via a voucher worth £32 to any child who qualifies for free school meals/pupil premium funding.

Families who meet the criteria should contact the school office.

If you think your child may qualify please apply using the link below:
https://www.bradford.gov.uk/benefits/applying-for-benefits/free-school-meals/

Second Hand Uniform
The school holds second-hand school uniforms in the school office for parents to access at a cost of £1 per item. Parents are invited to donate their child's uniform when they no longer need it.

8. Non-compliance

Should a child breach the uniform rules, the class teacher will be responsible for communicating this to parents and working with them for a satisfactory way forward. It is reasonable for a child to be asked to rectify the breach to the uniform rules. Should this involve going home to rectify then this would be marked as an 'authorised' absence.

If a pupil repeatedly breaches uniform rules, or takes longer than necessary to rectify, then in this situation any absence is counted as 'unauthorised'.

Parents will be notified in all cases.

9. School uniform

Clothing
We want uniform to be as affordable as possible for parents so there is no requirement for uniform to be purchased from our School Uniform provider, it can be bought from regular suppliers such as supermarkets. We have listed below the uniform required by the children and highlighted the items with * which can be bought with the school logo from our uniform supplier or Second hand uniform with a logo can be purchased for £1 per item from the school office.

Winter

Grey skirt/pinafore dresses/trousers
White or royal blue shirt/blouse/polo shirt*
Royal blue cardigan*/sweatshirt*/hoodie*
Plain Grey/black tights

Plain grey/black or white socks
Black, formal shoes (see description below)

Summer (or as winter)

Blue/white dresses
Grey cloth shorts/trousers
White or royal blue short sleeved shirts/polo shirts*

PE Requirements

Navy or Black shorts
White T-shirt* for Rec & KS1
Blue Sports Top* for KS2
Royal Blue Hoodie*
House coloured sports T-shirt for events
Black pumps for indoor sports
Navy or Black PE skirt (KS2 only)
Plain navy tracksuit bottoms (outdoor only)
Trainers for outdoor sports

Swimming

Swimming trunks, swimsuit or swimming costume
Towel & waterproof bag

Forest School

Waterproofs
Wellington boots

PE Kit

On the days that children have PE on the timetable, children should come to school dressed fully in their correct PE kit. If children do not have the correct PE kit they will be required to borrow a PE kit in order to take part in planned activities. The limited jewellery permitted in school should be removed for this lesson (or covered with tape in the case of newly fitted earrings).

Jewellery

On health and safety grounds we do not allow children to wear jewellery in our school. Children are allowed to wear a watch, one earring per lobe – small plain sleeper or stud only. Children are not permitted to wear necklaces (other than for faith or medical reasons) and bracelets / bands of any kind. Should your child need to wear jewellery to identify a medical condition please inform the school office.
Please note: No responsibility can be taken for valuable items worn in school.

School bags

Pupils in Reception and KS1: should have a school book bag, which can be purchased from our supplier. We do not have the space in these classrooms for rucksacks or larger bags to be stored.

Pupils in KS2 must use 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 encourages pupils to bring non-valuable bags to school. 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.

Pupils with long hair must ensure that this is tied back at all times and that it does not impede their vision, cover their face or provide a health and safety risk.

Hair accessories should be plain, practical and either white or in the school colour (blue). Clips, bobbles and hair bands are allowed**.** The school encourages children to avoid haircuts that could serve as a distraction to other children i.e. shaved or with patterns.

The following hairstyles are not considered appropriate for school:

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

Makeup
Makeup and temporary tattoos are not permitted in school

Footwear
All children must wear formal, plain black school shoes below the ankle. Children should not wear shoes that are decorative (e.g. diamantes) have coloured strips or logos, backless sandals, heavy boots, trainers or 'leisure' shoes. In adverse weather conditions, boots/wellies are acceptable outdoor footwear.

In addition, due to the environmental characteristics of the school building, when wet weather conditions prevail and in order to keep school clean, we may ask that children are provided with indoor footwear (black plimsolls). These will be kept permanently in school during term time.

Smart Watches
To support safety online in school, Burley Oaks implements a Trust-wide policy that prohibits pupils from wearing smartwatches to school. We define a smartwatch as a wearable device that allows connectivity to other devices via cable, Bluetooth/Wi-Fi, or cellular.

10.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. Children should apply long wear suncream and wear a sun hat.
For cold temperatures, this includes wearing:

- Scarfs, gloves, coats and hats when they are outside.
- Warm jumpers that conform to the school's uniform policy.
- Trousers, or thick tights with skirts.

11.Labelling

All pupils' clothing and footwear is clearly labelled with their name.
Any lost clothing which is unnamed will be placed in the box outside the school office. All lost property is retained for one month and is disposed of if it is not collected within this time.

12.Monitoring and review

This policy is reviewed every 3 years by the chair of governors and the headteacher.
The scheduled review date for this policy is March 2028.