School Uniform Policy

This policy was adopted by Governors at the meeting held on :	18th June 2026
Agreed by School Council	7th May 2026
Signed (Chair of Academy Committee):	Clive Hyland
Date of Review:	Summer 2027

Statement of Intent

Ellingham C of E 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.

For the purposes of this policy, **"uniform"** includes the following elements of pupils' appearance:

- Clothing, including the school uniform itself, variations of the school uniform such as PE kits, and other clothing worn at school, e.g. non-uniform.
- Hairstyles and headwear.
- Jewellery and other accessories.
- Cosmetics such as makeup and nail polish.

In writing and updating this policy, we have sought to:

- Engage with parents and pupils.
- Consider how this policy might affect groups represented in the school, especially those who share protected characteristics as defined by the Equality Act 2010.
- Consider how comfortable the uniform will be for pupils.
- Take a sensible approach to allow for exceptions to be made, e.g. during adverse weather.
- Ensure that the uniform is suitable and safe for pupils who walk or cycle to school.
- Choose a PE kit which is practical, comfortable, appropriate to the activity involved and affordable.
- Ensure the policy is easy to access and understand.

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'
- Updated] DfE (2024) 'School uniforms: guidance for schools'

This policy operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Behaviour Policy
- Equalities Policy
- Tendering and Procurement Policy

Roles and Responsibilities

The Academy Committee 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 a consistent 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 exemptions, as needed, 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.

- Sanctioning 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 will develop its uniform policy in relation to the following starting principles:

- The school will seek to ensure that the uniform is affordable. In so doing, the school will consider the total cost of school uniforms, taking into account all items of uniform or clothing parents will need to provide while their child is at the school.
- The school will seek to keep the use of branded items to a minimum of three.
- The school will seek to ensure that uniform supplier arrangements give the highest priority to cost and value for money, including the quality and durability of the garment.
- The school will seek to ensure that second-hand uniforms are available for parents to acquire. Information on second-hand uniforms will be published on the school's website.

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. polo 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, 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 in line with the Equalities Policy.

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.

The school will ensure that it works with a supplier that acts in accordance with the school's values and principles on equality and inclusion.

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.

The school has an agreed procedure in place with its uniform supplier to deal with complaints about the supply and quality of uniforms.

In considering a complaint, parents should be aware that teachers can sanction pupils for breaching the school's rules on appearance or uniform. The school expects this to be carried out in accordance with the school's published behaviour policy. The school aims to deal with pupil non-compliance in a proportionate and fair way.

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:

Emblematic

https://emblematic.co.uk/schools/ellinghamps./

Uniform can be viewed and sizing determined at MA Tailoring 4, Bow Alley, Alnwick NE66 1JA

The Academy Committee 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 Committee 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.

Where the school is proposing to change suppliers, it will reach out to suppliers by **October** in the determination year.

Finding and consulting suppliers

If the school is considering changing its suppliers and seeks a list of available suppliers, it will consider the following options:

- Consulting an industry body
- Researching local suppliers
- Consulting with other schools and networks
- Having informal discussions with potential suppliers to help determine the school's own needs

If the school prepares to request bids from potential suppliers, it will consider the following elements:

- What products parents will need
- Existing contractual commitments
- Length of tender process
- The school's evaluation process

Template documents

Schools will use the DfE's 'Procuring uniform supplies' template documents to ensure that they undergo the procurement process correctly. The templates consist of an invitation to tender, a request for quotation, and a pricing schedule.

Schools will use the invitation to tender template to ask questions of suppliers. Schools will then use the pricing schedule to ask suppliers to submit their prices. Full instructions on how to use the templates are included in each of the documents.

Uniform Assistance

The school supports vulnerable families in meeting the costs of uniforms. School uniform assistance is given by providing eligible pupils with one sweatshirt or cardigan, one PE hoodie and one PE T-shirt, as these are logoed items, costing approximately £30 per pupil. 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 the Admin Manager checking eligibility.

The school holds second-hand school uniforms (available via our PTA) for parents to access; access to these uniforms is available upon request made to Kathy Davies (Admin Manager). Parents are invited to donate their child's uniform when they no longer need it.

Non-compliance

Staff members are permitted to notify families for breaching this policy, e.g. not having suitable PE kit, in accordance with the school's Behaviour Policy.

School Uniform

Clothing

Item	Optional or required	Branding	How to acquire	Cost per item from school supplier
Regular school uniform				
Navy blue sweatshirt or cardigan	Required (Mandatory)	School logo on left-hand side	Branded sweatshirt and cardigan available from school supplier and second hand from school office.	£11.95 cardigan £10.95 sweatshirt

Pale blue polo shirt		School logo on left-hand side or unbranded available at regular retailers	Available branded from school supplier, second hand from school office.	£8.95
Blue school fleece	Optional	School logo on left-hand side.	Available from school supplier.	£13.50
Charcoal grey trousers, skirts, shorts or pinafores.	Required	No branding	Available from regular retailers.	N/A
Sensible, plain black shoes	Required	No branding	Available from regular retailers.	N/A
PE kit				
Plain pale blue PE t-shirt	Required (Mandatory)	School logo on left-hand side	Available from school supplier, second hand from school office.	£7.99
Navy PE hoodie	Required for Y3-6 (Mandatory)	School logo on left-hand side	Available from school supplier, second hand from school office.	£12.95
Navy, plain or shadow striped shorts	Required	Plain	Available from regular retailers.	N/A
Accessories				
School book bag	Optional	School logo	Available from school supplier.	£7.50

The school uniform is as follows:

Plain black trainers are considered suitable footwear. High heels are not permitted; however, block heels of no more than **3**cm can be worn.

Skirts must be knee-length.

Parents are responsible for ensuring their child brings their PE kit to school when needed.

Jewellery

Permitted jewellery that may be worn is:

- One pair of stud earrings – no other piercings are permitted. (Pupils should be capable of removing these themselves).

- A smart and sensible wrist watch (Smart watches with internet access or a camera facility will not be allowed).

Jewellery is the responsibility of the pupil and not the school. Lost or damaged items will not be refunded. All jewellery must be removed during practical lessons, including PE lessons and science experiments.

School Bag

Pupils 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.

School Book Bags are available to purchase from the school office- as above.

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 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.
- Tramlines and patterns cut into hair.
- Excessive hair accessories.

Make-up

The school rules on make-up are as follows:

- Only light, natural-looking makeup is permitted.
- False nails and nail extensions are not permitted.

Pupils wearing excessive makeup are required to remove it.

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.
- Caps when outside.

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.

For cold temperatures, this includes wearing:

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

Labelling

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

Any lost clothing is to be taken to the lost property box in the **school office**. All lost property is retained for **one month** and will be added to the second-hand uniform supply if it is not collected within this time.

School Uniform Assistance

Families in receipt of FSM can inform the Admin Manager (Kathy Davies) if they need assistance with providing school uniform. A formal application will not be necessary and this will be dealt with confidentially.

Monitoring and Review

The school will engage with parents and pupils when reviewing this policy. It will be reviewed annually.

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