



**Holy Cross**

CATHOLIC HIGH SCHOOL

## **School Uniform Policy**

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## Statement of intent

Holy Cross Catholic High School believes that a consistent school uniform policy is vital for:

- Promoting the ethos of a school.
- Providing a sense of belonging, identity and mission.
- Setting 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 make-up and nail polish.

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, is affordable, and provides the best value for money for both 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 a way that sets an appropriate tone for education.

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, eg 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 and guidance including, but not limited to, the following:

- Human Rights Act 1998
- Education and Inspections Act 2006
- Equality Act 2010
- Education Act 2011
- The UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- Education (Guidance about Costs of School Uniforms) Act 2021
- DfE (2021) 'Cost of school uniforms'
- DfE (2021) 'School Admissions Code'
- DfE (2021) 'School uniforms'
- Equality and Human Rights Commission (2022) 'Preventing hair discrimination in schools'

This policy operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Behaviour Policy
- Equality Policy

## **Roles and responsibilities**

The governing body 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, inclusive, and does not disadvantage any pupil because 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 in this policy how best value for money has been achieved.
- 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 rules 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 as appropriate, for medical reasons eg for a pupil who has a broken arm and requires a loose-fitting shirt.

Staff are responsible for:

- Ensuring that pupils dress in accordance with this policy at all times.
- Where appropriate to their role, disciplining pupils who are in breach of this policy.
- Ensuring that pupils understand why having a consistent and practical school uniform is important, eg school identity.
- Communicating with parents regarding uniform expectations.

Parents are responsible for:

- Providing their children with the correct school uniform as detailed in this policy.
- Informing the Headteacher if their child requires an exemption to the uniform rules for a period of time, with a reason 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, eg 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.
- 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.

### **Principles in practice**

In accordance with the 'School Admissions Policy, the Headteacher will ensure that the school's uniform requirements do 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.
- 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, eg shirts and socks, to ensure their child can come to school in clean uniform every day. The school will keep variations in school uniform for different groups of pupils, eg year group-specific items or house colours, to a minimum to ensure that pupils can get the most wear out of their uniform and that parents can pass some items down to younger siblings. The school will keep 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, eg supermarkets, due to the item's logo, colour, design, fabric or other unique element. Where the school requires an item of branded clothing, it will assess how prices can be kept as low as possible and put measures in place to facilitate this. This may include:

- Ensuring branded items are longer-lasting and unlikely to be worn out quickly.
- Making donated second-hand uniform available for purchase at a lower price.

The school will meet the DfE's requirements and recommendations on costs and value for money. Care will be taken to ensure that school uniform is affordable for all current and prospective pupils, and that the best value for money is secured through reputable suppliers. The school will work with multiple suppliers to obtain the best value for money possible. Any savings negotiated will be passed to parents where possible. The school will 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 make frequent changes to uniform requirements and will take the views of parents and pupils into account when considering any changes.

### **Equality principles**

The school takes its legal obligation to avoid unlawfully discriminating against any pupil very seriously. In line with the above, the school will aim to ensure that its uniform policy is as inclusive as possible so that all pupils can access a school uniform which is comfortable, suitable for their needs, and reflects who they are, while avoiding any direct or indirect discrimination on the basis of protected characteristics. The school will ensure that parents and pupils are consulted over any changes to school uniform.

Parents' concerns and requests regarding school uniform and amendments to it are handled on a case-by-case basis by the Headteacher and governing body and always in accordance with the school's Complaints Procedures Policy. Information on how the school ensures its uniform policy does not discriminate against pupils with specific protected characteristics is outlined within the School's Equality Policy.

### **Complaints and challenges**

The school will endeavour to resolve all uniform complaints and challenges locally and informally, in accordance with the school's Complaints Procedures Policy. The school will refer individuals who wish to complain to the Complaints Procedures Policy and request that they follow the procedures outlined therein. When a complaint is received, the school will work with the complainant to arrive at a mutually acceptable outcome.

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.

**School uniform suppliers are:**

**JADA, 213 Eaves Lane, Chorley, PR6 0AG.**

Telephone No: 01257 271592  
 Email: [info@jadaonline.co.uk](mailto:info@jadaonline.co.uk)  
 Website: [www.jadaonline.co.uk](http://www.jadaonline.co.uk)

**Andrew Leach School Wear, 98 Winter Hey Lane, Horwich, Bolton, BL6 7PJ – only main uniform, PE Kit not available.**

Telephone No: 01204 697624  
 Website: <http://www.andrewleachschoolwear.co.uk>  
 Email: [andrewleach@gmx.com](mailto:andrewleach@gmx.com)

**Non-compliance**

Staff will be permitted to discipline pupils for breaching this policy, where relevant to their role, in accordance with the school's Behaviour Policy.

The Headteacher, or a person authorised by the Headteacher, will be permitted to ask a pupil to briefly go home to remedy breaches to the school's uniform. When deciding whether to allow a pupil to return home, the member of staff will consider the pupil's age and vulnerability, the length of time it will take, and the availability of the pupil's parents. A parent will always be contacted before sending the pupil home – if contact with the pupil's parent cannot be made, the pupil will remain in school.

Where a pupil has been sent home to rectify uniform breaches, the absence will be recorded as 'authorised'. If a pupil repeatedly breaches uniform rules, or takes longer than necessary to rectify the absence, the absence will be recorded as 'unauthorised'.

Parents will be notified of pupils' breaches of school uniform in all cases.

**School uniform**

**Clothing**

The school uniform is as follows:

<b>Boys</b>	<b>Girls</b>
White shirt	White shirt
School tie	School tie
Black, plain-knit V-neck long sleeved sweater with badge	Black, plain-knit V-neck long sleeved sweater with badge
Black tailored uniform trousers	Black, knee length, pleated skirt <b>with badge</b>
Black socks	Black tailored trousers
	Knee length black socks or thick black tights

BLACK* leather shoes (no boots or trainers)	BLACK*, flat heeled leather shoes (no boots or trainers)
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\*Please note no other colour is acceptable

\*2024 for Year 7. All year groups will be required to wear the school logo skirts from September 2025.

There is no uniform outdoor coat but we ask for a sensible coat. Tracksuit tops, hoodies, sweatshirts, military, leather or denim coats are not allowed. Baseball style caps are not to be worn on the school premises

### **PE Kit**

#### **Unisex (boys and girls)**

Holy Cross badged drill top

Holy Cross badged t-shirt

Holy Cross badged shorts, leggings or track pants (only one of the three is required)

Black football socks

Trainers

Shin pads and gum shields

**The kit must be the badged kit from JADA, no other shorts, leggings or track pants will be accepted.**

It is advisable to label each item of clothing with your child's name to avoid items being lost.

### **Jewellery**

Pupils are permitted to wear a plain wristwatch (Smart watches are not permitted). All other items of jewellery are not allowed.

Earrings and other piercings are not permitted.

Pupils are not permitted to cover piercings with plasters. Piercings must be removed. Should you wish your child to have their ears pierced, please ensure that this takes place at the beginning of the summer holidays so that they can safely remove earrings for school in September.

### **Make-up**

Make-up and nail varnish are not permitted in school.

Any pupil wearing make-up/nail varnish will be asked to remove it with products supplied by school.

False eyelashes and false nails are not permitted.

Any pupil attending school wearing make-up, false eyelashes or false nails, will be expected to remove them or they will be placed in isolation.



## Hair

Pupils should be well groomed with clean hair and the whole face visible at all times.

Hair should be one natural colour.

Boys should be clean shaven.

Extreme hairstyles, including unnatural colours, hair extensions or decorative beads are not permitted.

**Severe haircuts, shaven heads (below number 2 cut) and decorative designs are not permitted.**

## Adverse weather

All pupils will be advised to wear weather-appropriate clothing.

For hot temperatures, this includes wearing:

- **Tops that cover the shoulder area.**
- **Sunglasses with UV protection when outside.**

Pupils will be advised not to wear any jumpers or blazers during heatwaves. If outside during break times, pupils not wearing sun-safe clothing will be 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 outside.**
- **Warm jumpers.**
- **Trousers, or skirts and thick tights.**

## Labelling and lost property

Parents will be advised to ensure that all pupils' clothing and footwear is clearly labelled with their name and year group.

Any lost clothing will be taken to the lost property box in the school office. All lost property will be retained for one month and will be disposed of if it is not collected within this time.

## Monitoring and review

This policy will be reviewed annually by the chair of governors and the Headteacher. The next scheduled review date for this policy is Summer Term 2025.

The school will engage with parents and pupils when reviewing this policy.

Any subsequent changes to this policy will be communicated to all staff, pupils, parents and other relevant stakeholders.

**Updated Summer 2024**

**Review Summer 2025**