

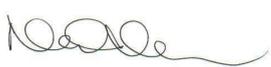
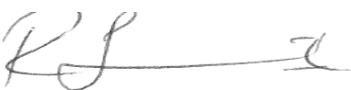
# Christ Church New Malden

Church of England Primary School



## School Uniform Policy

Committee responsible	Pupil Impact
Approval required by	Headteacher
Statutory or Recommended	Recommended
Frequency of review	Every 3 years
Date last reviewed	March 2025
Date of next review	March 2028
Display on website	Yes

	Signed	Date
Headteacher		March 2025
Chair of Governors		March 2025

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## Statement of intent

Christ Church New Malden Primary School believes that a consistent school uniform policy is vital for:

- Promoting the ethos of a school.
- Providing a sense of belonging and identity.
- 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 makeup 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, 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.

## 1. Legal framework

This policy has due regard to all relevant legislation 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 (2024) 'School uniforms: guidance for schools'
- 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
- Equalities Policy
- Finance Policy

## 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.
- 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 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.

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 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. Information on second-hand uniforms will be published on the school's website.

## Principles in Practice

In accordance with the 'School Admissions Code', 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, e.g. 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, e.g. 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, e.g. 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.

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.

#### **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 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.

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.

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.

## **6. School uniform supplier**

Our current school uniform supplier is:

Garbman Ltd  
Arran House, Gt Chesterford Court,  
Gt Chesterford, Saffron Walden, Essex CB10 1PF  
01799786003

Our school uniform supplier accepts 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 **three years**, whether changes to the uniform are made or not, in line with the Finance 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**

The school supports vulnerable families in meeting the costs of uniforms. Families will be offered a free hoodie for each child, each year. The budget for the school uniform assistance scheme comes from pupil premium funds.

The PTA holds second-hand school uniforms for parents to access; access to these uniforms is available upon request made to the office. Parents are invited to donate their child's uniform when they no longer need it.

## **8. Non-compliance**

Staff members are permitted to discipline pupils for breaching this policy, in accordance with the school's Behaviour Policy.

The headteacher, or a person authorised by the headteacher, is permitted to ask a pupil to briefly go home to remedy breaches to the school's uniform.

Where a pupil has been sent home to rectify uniform breaches, the absence is recorded as 'authorised'.

If a pupil repeatedly breaches uniform rules, or takes longer than necessary to rectify the absence, the absence is counted as 'unauthorised'.

Parents will be notified in all cases.

## **9. School uniform**

### ***Standard Uniform***

Children must wear one of the following options on any day when they do not have PE:

- Tailored grey trousers or shorts and a gold school polo shirt
- A grey skirt and a gold school polo shirt
- A grey pinafore dress and a gold school polo shirt
- A yellow checked dress

Children CAN:

- Wear a navy blue school hoodie or sweatshirt.

Children MUST NOT:

- Wear a T-shirt or vest under their polo or PE shirt that has longer sleeves than the polo shirt.
- Wear a neck warmer/gaiter in the classroom.

## **Shoes**

Children should wear black shoes that support their feet and which children can put on by themselves. Trainers can be worn, but they must be completely black (including the sole) with no colour logos.

## ***PE Kit***

On days when children have PE, they should wear their PE kit to school. For PE children need:

- A school PE T-shirt in the colour of their house
  - Poplar - Blue
  - Lime - Green
  - Elm - Red
  - Chestnut - Orange
- Navy blue (not black) football shorts, skorts or tracksuit trousers. No tight (cycling) shorts or leggings.
- Trainers that are completely black (including the sole) with no colour logos.

In addition, all children may wear the navy blue school hoodie or sweatshirt.

## ***Socks and Tights***

- Socks should be grey, black or white.
- Tights should be opaque grey, black or white. No leggings.

## ***School Bag***

In the Infants, pupils should have a school book bag for their reading books and messages.

In the Juniors, pupils must use an appropriately sized waterproof bag to carry their lunch and equipment. These should be small enough to pack away, for example, a drawstring bag with a logo. School bags featuring inappropriate images, slogans or phrases are not permitted.

## ***Hair***

- Hair that is shoulder length or longer must be tied back. If a child does not have their hair tied back ensure they will be asked to tie it back immediately, with an elastic band if nothing else.
- Hair can be covered, for religious reasons. Head scarfs
- Hair must be kept away from the face to avoid distraction during learning, using a hair tie or band.

- Hair ties / bands / headscarves (in school colours) should be discrete and plain with no adornments - no bandanas.
- Extreme styles that might be distracting to others, including shaved patterns, mohawks, or overly spiked hair, are not allowed.
- Parents should check for lice regularly, and treat promptly and inform the school if found.

### ***Makeup***

- Pupils should not wear makeup to school.
- Clear or lightly tinted lip balm is allowed for chapped lips, but no colourful or shiny lip products.
- Makeup may be allowed for specific events with prior permission from the school.
- Pupils should not wear nail polish. Clear nail polish may be allowed if necessary for nail health.
- Skincare products like sunscreen and moisturiser are allowed if needed, but they should not be tinted or cosmetic in nature.
- Pupils should not wear temporary tattoos.

Pupils wearing makeup are required to remove it or, if appropriate, will be sent home to remove it.

### ***Jewellery***

The only jewellery permitted in school is small stud earrings for those pupils with pierced ears. Children must be able to remove these for apparatus lessons or not wear them on PE days and for swimming lessons.

Medical alert bracelets are not jewellery and can be worn by any child who needs one.

### ***Wearable Devices***

Children can wear a watch to support their learning to tell the time. However, children are not allowed to wear smartwatches to school that have any of the following functions: network connection (Wifi or 3G/4G/5G), data collection, ability to: send or receive messages or alerts, take photographs or videos, play music, play games, calculate (i.e. a calculator function).

Item	Required	Branding	Source
Navy Blue Sweatshirt / Hoodie / Cardigan	Yes	Yes	School Supplier Secondhand from PTA
Gold Polo Shirt	Yes	Yes	School Supplier Secondhand from PTA
Grey trousers /shorts /skirt /pinafore dress / yellow checked pinafore dress	Yes	No	Any
White / Blue / Yellow / Green / Orange PE TShirt	Yes	Yes	School Supplier Secondhand from PTA
Navy blue (not black) football shorts, skorts or tracksuit trousers	Yes	No	Any
Infant Bookbag	Yes	Yes	School Supplier Secondhand from PTA
Junior Schoolbag	Yes	No	Any

## 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.

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 should be clearly labelled with their name any named lost clothing will be returned to the class. Unnamed unclaimed clothing is donated to PTA for resale.

## **12. Monitoring and review**

This policy is reviewed every three years by the headteacher and is monitored by the Pupil Impact Committee. In doing so, we are mindful of feedback from parents, children and families. The scheduled review date for this policy is March 2028.