

## **Pupil Uniform Policy**

Policy Code:	SW8
Policy Start Date:	September 2025 (updated Dec 2025)
Policy Review Date:	September 2028

Please read this policy in conjunction with the policies listed below:

- SW2 Exclusion Policy
- SW4 Student Behaviour and Discipline Policy
- SW5 Safeguarding and Child Protection Policy
- SW6 Anti-Bullying Policy
- SW9 Parental Communications and Complaints Policy
- TL6 SEND Policy

## **1 Policy Statement**

- 1.1 This policy outlines the Trust's approach to pupil uniform – in terms of expectations and what the Trust will do to ensure uniform is affordable and appropriate to the requirements of modern-day education.
- 1.2 References to the Trust or Academy within this policy specifically include all primary, secondary and special academies within the Trust, as well as the Early Years setting at the Priory Witham Academy, Priory Apprenticeships and Lincolnshire ITT.
- 1.3 This policy does not form part of any member of staff's contract of employment and it may be amended at any time.

## **2 Roles, Responsibilities and Implementation**

- 2.1 The Education & Standards Committee has overall responsibility for the effective operation of this policy and for ensuring compliance with the relevant statutory framework. This committee delegates day-to-day responsibility for operating the policy and ensuring its maintenance and review to the Director of Trust Services.
- 2.2 Leaders and Managers have a specific responsibility to ensure the fair application of this policy and all staff are responsible for supporting colleagues and ensuring its success.

## **3 Aims**

- 3.1 To set out the Trust's approach to requiring a uniform that is a reasonable cost and offers the best value for money for parents/carers.
- 3.2 To ensure that the Trust adheres to its duties under the Equality Act 2010.
- 3.3 To ensure the Trust's expectations for pupil uniform are clear and consistent.

## **4 Legal duties under the Equality Act 2010**

- 4.1 The Equality Act 2010 prohibits discrimination against an individual based on the protected characteristics, which include sex, race, religion or belief, and gender reassignment.

**4.2 To avoid discrimination, the Trust will:**

- avoid listing uniform items based on sex, to give all pupils the opportunity to wear the uniform they feel most comfortable in;
- make sure that our uniform costs are similar for all pupils related to their stage of education;
- allow all pupils to cut and style their hair in a way that is appropriate for school yet makes them feel most comfortable;
- allow pupils to request changes to swimwear for religious reasons;
- allow pupils to wear headscarves and other religious or cultural symbols (providing these are suitable and appropriate for a school environment); and
- review the policy formally every three years and make required updates on an annual basis. The views of pupils and parents will be considered and can be communicated to the academy via the various platforms in place or via the contact details published on the website.

**5 Limiting the cost of pupil uniform**

**5.1** The Trust's uniform lists have been developed over several years, considering the views of pupils and parents/carers as well as the specific context and environment of our settings. This has allowed for uniform items to be easily accessible from a range of suppliers, including high street chains and specialist uniform suppliers.

**5.2** The Trust has a duty to make sure that the required uniform is affordable, in line with statutory guidance from the Department for Education on the cost of school uniforms.

**5.3** The Trust understands that items with distinctive characteristics (such as branded items, or items that must have a logo or a unique fabric/colour/design) cannot be purchased from a wide range of retailers and that requiring a number of these items limits parents/carers' ability to 'shop around' for a low price. Branded items have always, and will always, be kept to a minimum.

**5.4** The Trust will work with suppliers to help make sure uniform:

- is available at a reasonable cost; and
- provides the best value for money for parents/carers.

**5.5** We will do this by:

- ensuring that any distinctive characteristics, branding or logo requirements are proportionate, accessible and mindful of cost;
- considering cheaper alternatives to school-branded items, such as sew-on badges and logos which can be added to the uniform;

- ensuring that for those items where multiple items of the same garment may be needed, for example, due to needing spares or being an item that the pupil might grow out of quickly, these are not required to be school-branded;
- avoiding specific requirements for items pupils could use on non-school days, such as coats, bags and shoes;
- avoiding different uniform requirements for different year/class/House groups;
- making sure, wherever possible, that arrangements are in place for parents/carers to acquire second-hand uniform items;
- ensuring that, where possible, for those pupils who wish to take part in extra-curricular activities or inter-school sport competitions they are able to do so in their normal uniform/PE kit and any specialist kit that is required is provided by the academy;
- avoiding frequent changes to uniform specifications and minimising the financial impact on parents/carers of any changes; and
- consulting with parents/carers and pupils on any proposed significant changes to the uniform policy and carefully considering any complaints about the policy.

## **6 Uniform expectations**

6.1 Each setting will set out their uniform lists, including specific details of colours and any uniform items specific to the context of the academy on their website, and they will also be available upon request from the academy reception. Whilst there will be some setting-specific changes, an example of the basic uniform requirements for primary, secondary and special pupils are set out below.

6.2 Secondary uniform

<b>Uniform item</b>	<b>Description</b>	<b>Branded item</b>	<b>Alternative</b>
Blazer	Worn with academy badge	Yes	Sew-on logo
Shirt	Standard school shirt	No	N/A
Tie	Academy tie	Yes	No, but low-cost item
Trousers	Traditional school style	No	N/A
Skirt	Traditional school style as detailed on Academy website	No	N/A
Tights	Plain coloured as detailed on Academy website	No	N/A
Jumper	V-neck jumper	No	N/A
Socks	Plain coloured as detailed on Academy website	No	N/A

<b>Uniform item</b>	<b>Description</b>	<b>Branded item</b>	<b>Alternative</b>
Shoes	Black, plain, safe and flat polished shoes	No	N/A
Coat	As detailed on Academy website	No	N/A
Bag	Bag suitable for a school environment	No	N/A
PE top	Academy top	Yes	Plain top in Academy colour
PE shorts	Academy shorts (full length sports bottoms or leggings can be worn as detailed on Academy website)	Yes	Plain shorts in Academy colour

**6.3 Primary uniform – Reception to Y6 (Pre-Reception, please see Academy website)**

<b>Uniform item</b>	<b>Description</b>	<b>Branded item</b>	<b>Alternative</b>
Sweatshirt	Academy sweatshirt	Yes	Plain sweatshirt in Academy colour
Cardigan	Academy cardigan	See Academy Website	Plain cardigan in Academy colour
Polo shirt	Academy polo shirt	See Academy Website	Plain polo shirt in Academy colour
Trousers	Traditional school style	No	N/A
Skirt	Traditional school style	No	N/A
Shorts	Traditional school style	No	N/A
Summer dress	Stripes or checks	No	N/A
Shoes	Black, plain, safe and flat polished shoes	No	N/A
Socks	As detailed on Academy website	No	N/A

PE t-shirt	Academy PE top	Yes	Plain t-shirt in Academy colour
PE shorts	Plain shorts (Plain jogging bottoms or leggings can be worn)	No	N/A

#### 6.4 Special school uniform

Uniform item	Description	Branded item	Alternative
Sweatshirt	Academy sweatshirt	Yes	Plain sweatshirt in Academy colour
Polo shirt	Academy polo shirt	Yes	Plain polo shirt in Academy colour
Trousers	Traditional school style	No	N/A
Skirt	Traditional school style	No	N/A
Shorts	Traditional school style	No	N/A
Summer dress	Stripes or checks	No	N/A
Socks / Tights	As detailed on Academy website	No	N/A
PE t-shirt	Plain t-shirt	No	N/A
PE shorts	Plain shorts (Plain jogging bottoms or leggings can be worn)	No	N/A

6.5 During periods of extreme weather the academy will share with pupils and parents/carers any adjustments to the uniform policy which have been agreed by the Trust.

### 7 Where to purchase uniform

7.1 Uniform can be purchased from a range of high street retailers, as well Uniform Direct, which stocks branded items. Other local suppliers are detailed on academy websites.

## **8 Community expectations**

### **Pupils**

8.1 Pupils are expected to always wear the correct uniform (other than specified non-school uniform days) while:

- on the academy premises;
- travelling to and from the academy; and
- at out-of-school events or on trips that are organised by the academy, or where they are representing the academy (if required).

8.2 Pupils should first speak with the academy's Designated Safeguarding Lead (DSL) if they would like to discuss an amendment to the uniform policy in relation to their protected characteristics or individual medical needs.

### **Parents/Carers**

8.3 Parents/Carers are expected to make sure their child has the correct uniform and PE kit, and that all items are:

- clearly labelled with the child's name; and
- clean and in good condition.

8.4 Parents should contact the academy's DSL if they would like to discuss an amendment to the uniform policy in relation to:

- their child's protected characteristics;
- their child's individual medical needs; and/or
- the cost of the uniform

8.5 In the event that a parent/carer has a complaint or objection with the uniform list, they are asked to try to first resolve the issue locally by contacting the academy. If, following this step, the issue remains, then parents/carers are asked to follow the academy complaints procedure, which is outlined in SW9 Parental Communications and Complaints Policy. Parents/Carers are expected to lodge any complaints or objections relating to the school uniform in a timely and reasonable manner. The academy will work closely with parents/carers to arrive at a mutually acceptable outcome wherever possible.

### **Staff**

8.6 Staff will closely monitor pupils to make sure they are in correct uniform. They will give any pupils and families breaching the academy uniform requirements

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and/or uniform policy the opportunity to comply and will follow the pastoral support systems if the situation does not improve.

- 8.7 Where children are not wearing the correct uniform, and they are not willing to work with the academy to modify this, they may need to work in an environment outside that of their peers.
- 8.8 Ongoing breaches of the uniform rules will be dealt with in line with SW4 Student Behaviour and Discipline Policy.
- 8.9 In cases where it is suspected that financial hardship has resulted in a pupil not complying with the academy's uniform expectations, staff will take a mindful and considerate approach to resolving the situation.

### **Trustees**

- 8.10 The Trustees will review this policy, and make sure that it:
  - is appropriate for the Trust's context;
  - is implemented fairly across all settings;
  - considers the views of parents/carers and pupils; and
  - offers a uniform that is appropriate, practical and safe for all pupils

### **9 Policy Change**

- 9.1 This policy may only be amended or withdrawn by the Priory Federation of Academies Trust.

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## **The Priory Federation of Academies Trust**

### **Pupil Uniform Policy**

This Policy has been approved by the Education & Standards Committee:

Signed..... Name..... Date:

Trustee

Signed..... Name..... Date:

Chief Executive Officer

Signed..... Name..... Date:

Designated Member of Staff

Please note that a signed copy of this agreement is available via Human Resources.