



DSL V Academy Uniform Policy



Document provenance

This policy was approved as follows –

Executive Leadership Team

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ELT Owner: National Director of Education

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Summary of changes at last review:

- Updated to reflect changes to Equalities legislation
- Splitting out of the specific academy requirements for uniform in Appendix 1
- Inclusion of application guidance in Appendix 2

Related documents:

- Equal Opportunities Policy;
- Behaviour and Anti-bullying Policy;
- Parental Concerns and Complaints Policy;
- Equalities and Diversity Policy

Summary of policy:

This is a template policy which academies can amend to reflect their practices. Academies should refer to the guidance note, as well as ensuring reasonable adjustments can be made as necessary in line with the legislation provided in the Equalities Act.

Uniform Policy

1. Introduction and purpose

- 1.1. This is the Uniform Policy (**Policy**) of E-ACT and applies to DSLV E-Act Academy including the Early Years Foundation Stage (**EYFS**) where applicable.
- 1.2. This policy is published on the academy's website, which is available in hard copy on request from school.

2. Scope

- 2.1. This Policy is consistent with the Equal Opportunities Policy and applies equally to all pupils, irrespective of their sex, gender reassignment, race, disability, sexual orientation, pregnancy and maternity or religion or belief or special educational needs, subject to considerations of safety and welfare.

3. Legislation and regulation

- 3.1. This Policy has been prepared to meet the academy's responsibilities under the Equality Act 2010 and, where applicable, the *Statutory framework for the Early Years Foundation Stage* (DfE, March 2017).
- 3.2. This Policy has regard to the following guidance and advice:
 - i. [Special educational needs and disability code of practice: 0 to 25 years \(DfE, January 2015\)](#);
 - ii. [Technical guidance for schools in England \(Equality and Human Rights Commission, July 2014\)](#);
 - iii. School admissions code: Statutory guidance for admission authorities, governing bodies, local authorities, schools adjudicators and admission appeals panels (DfE, December 2014);
 - iv. Exclusion from maintained schools, academies and pupil referral units in England: Statutory guidance for those with legal responsibilities in relation to exclusion (DfE, September 2017); and
 - v. [School uniform: Guidance for governing bodies, school leaders, school staff and local authorities \(DfE, September 2013\)](#).

4. Uniform requirements

- 4.1. Correct uniform must be worn at all times during the day and when travelling to and from the academy. Uniform must also be worn for educational visits. All items of uniform must be clearly marked with the pupil's name. Please see Appendix 1 for the academy's uniform requirements.
- 4.2. Pupils are required to wear uniform correctly and responsibly. The academy may discipline the pupil in accordance with the academy's Behaviour and Anti-Bullying Policy if he or she is not wearing the correct uniform.
- 4.3. Pupils who do not have the complete or correct uniform must provide their Tutor with a note explaining the reason why. If this is likely to extend beyond a day, then their Head of Year must be provided with a note explaining the reason and when this will be remedied.

- 4.4. Pupils who continue to breach the Policy may be asked by the Head, or a person authorised by the Head to return home briefly to remedy the breach if they are not wearing the correct uniform.
- 4.5. The academy will consider reasonable requests to alter the academy uniform, for example for transgender pupils, genuine religious requirements and reasonable adjustments for disabled children. Where there is uncertainty as to whether an item may be worn under this section, the issue must be referred by the pupil or the pupil's parents to the Principal, whose decision will be final, subject to the complaints procedure set out in the Parental Concerns and Complaints Policy.

5. Symbols of faith

- 5.1. Certain items of jewellery, such as the Kara bangle, and certain items of headwear, such as the turban and headscarves may be worn by pupils when doing so is genuinely based on manifesting religious or racial beliefs or identity. This is subject to considerations of safety and welfare and the academy's existing uniform policy principles are set out in Appendix 1.
- 5.2. Where there is uncertainty as to whether an item may be worn under this section, the issue must be referred by the pupil or the pupil's parents to the Principal, whose decision will be final, subject to the complaints procedure set out in the Parental Concerns and Complaints Policy.

6. Disabled pupils

- 6.1. Reasonable adjustments may be required to the uniform for disabled pupils who require them. The pupil or his / her parents should refer the matter to the Principal to ensure all reasonable adjustments are made to accommodate the pupil.

7. Valuables

- 7.1. The academy cannot take responsibility for damage, loss or theft of any of these items. Lockers are available during PE lessons. All uniform and PE kit must be clearly labelled with first name, surname and tutor group.

8. Responsibilities

The following responsibilities apply in relation to this policy:

- Teachers are responsible for ensuring pupils adhere to this policy
- Headteachers have overall responsibility for the correct implementation of this policy

9. Monitoring and compliance

Compliance with the uniform policy will be monitored within the academy by all staff but primarily by the student's tutor and Head of Year during morning registration.

Uniform Policy - Appendix 1

Uniform Requirements DSLV academy

The DSLV uniform is one of the outward signs by which the local community recognises and makes judgements about our young people. It also demonstrates that all of our young people should be treated as equals.

Here at DSLV we know that insisting on quality and high standards is vital in securing high achievement for those who attend our academy. It is important that our academy is calm, well ordered and disciplined and being dressed appropriately prepares our young people for the day ahead. It is also preparation for the world beyond education where dress codes, managing self and high expectations are equally as important. It is expected that all students will come to the academy every day in neat clean uniform, sending a message that they take pride in themselves and in their academy. Uniform should be worn smartly with no extremes of fashion. The academy is a place of work and learning. It is expected that parents and carers who choose to send their children to DSLV will support this and it is part of the Home-Academy Agreement.

All members of staff are expected to actively support the correct wearing of uniform both in classrooms and around the academy.

All students at DSLV, (apart from the Sixth Form who have their own dress code) should wear the following at all times:

DSLV PRIMARY & NURSERY:

- A white polo shirt which can be tucked in, preferably with school logo
- A burgundy jumper or cardigan, with school logo
- A pair of smart plain black trousers (or tailored shorts, for boys). Girls may wear a smart plain black skirt if they wish but this must be knee length or just above
- A pair of smart black formal shoes made of polishable material (not trainer style shoes, boots or pumps)
- Black or white socks or black tights

DSLV SECONDARY:

- A white shirt which can be tucked in and buttons up to the collar (coloured t-shirts should not be worn underneath)
- A DSLV tie
- A black blazer with the school badge on the pocket
- A pair of smart plain black tailored trousers (not tight, narrow fit, denim/jean style, chino style or made from stretchy fabric). Girls may wear a smart plain black tailored skirt (no studded embellishments) if they wish but this must be knee length or just above
- A pair of smart black formal shoes made of polishable material
- Black or white socks or black tights
- Students may wear a v necked black pullover with the school badge if they wish
- Outdoor clothes - In the colder months students may wear a plain dark coat (no logos) which should be removed when inside the building. They must not wear hooded/jersey tops and cardigans at any time. Hats and scarves should only be worn outside in the winter months.

Our uniform is available from Scallywagz in Daventry and can be contacted on 01327 700069 or visit their website www.scallywagz.co.uk

PE Sports Kit for Primary and Nursery Children

A PE uniform is compulsory for all children at the Primary & Nursery. The PE kit can be obtained from Scallywags in Daventry. Please ensure these items are fully labelled with your child's name.

PE Kit – Boys and Girls – required for all children

Black shorts
Plain white t-shirt with optional logo
Plimsolls (non-marking soles)

Items that are not permitted

Jewellery, football shirts or t-shirts with slogans, blue shorts or tracksuit bottoms, hooded tops, trainers/plimsolls with marking soles

All children must bring their full kit to each PE lesson as this will give them the best chance of learning the most they can in lessons. If full correct kit is not brought, the child will be given a spare PE kit to wear during the lesson, if available, and a letter acknowledging this will be sent to the parent/carer.

PE Sports Kit for Secondary Students

Also available to purchase from Scallywags; 82, High Street, Daventry, NN11 4HU

- Maroon rugby shirt – compulsory boys
- Plain white polo shirt with DSLV logo – compulsory girls/boys
- Maroon socks with logo – compulsory girls/boys
- Black shorts with logo AND/OR Tracksuit bottoms with logo – compulsory girls/boys
- Black leggings with DSLV logo – optional girls
- Maroon hoodie with DSLV logo – optional

Available from the high street

- Training shoes
- Football boots – compulsory
- Shin pads – compulsory
- White/black socks for indoor use

For more information about uniform please contact the academy finance office 01327 313400.

Items that are not permitted

Jewellery, football shirts or t-shirts with slogans, blue shorts or tracksuit bottoms, hooded tops, trainers with marking soles

All students must bring their full kit to each PE lesson as this will give them the best chance of learning the most they can in lessons. If full correct kit is not brought, the student will be given PE kit to wear during the lesson and the following rules will be adhered to:

1. Student comes to PE lesson and borrows kit to take part = Kit mark, subject detention (break-time detention)
2. Student comes to PE and refuses to borrow kit – Kit mark, phone call home, subject detention (after-school detention)

Persistent lack of full PE kit with result in the following:

1. Should a student have 4 breaktime detentions during one month, the next detention will be a subject detention (after-school).
2. Should a student have 2 subject detentions (after-school) during one month, the next detention will be a Headteacher detention (after-school on a Friday).
3. Following departmental detention – students will be placed on PE Participation Report. If no progress is made on PE report, parents will be invited in for meeting with Head of Department.

PE LESSON ROUTINES (Children and Teachers)

DSLVL PRIMARY & NURSERY

Children should change quickly into the appropriate kit and remove any jewellery. Long hair needs to be tied back for personal safety and that of others. Good behaviour is essential. While changing children will receive instructions regarding the movement to the hall in which their lesson is scheduled to take place. Children will also receive instructions about any equipment required to be collected / moved for use within the lesson. Children should always make their way quickly, without running, in an orderly fashion and settle immediately for the beginning of the lesson. Any child with earrings must remove these themselves.

It is essential that the Class Teacher is made fully aware of any short and long term medical conditions so that provision can be made accordingly. A log of long term medical issues is held within a file in the medical room. All teachers are required to be familiar with all students within their teaching groups with any medical or special educational requirements. Non-participants are required to hand in a note from their parent/carer to the teacher responsible for teaching the lesson. All notes should include a brief explanation of the medical or any other reason for non-participation. Parents / carers can also telephone the Academy directly with reasons for non-participation. Children who have a prolonged injury or illness (more than 2 weeks) must support any notes with a medical certificate from their doctor. Non-participants will be set appropriate tasks by the class teacher in accordance with the nature of the problem. Children are responsible for their own PE kit and each item should be named. DSLV Primary & Nursery has a supply of spare kit and will provide children with kit to wear when necessary. Children should check with their teacher or at the office when they have mislaid kit to see if it has been handed in / located. Lost items should be replaced as soon as possible with all items of PE kit being available to purchase at Scallywags.

Throughout PE lessons children need to listen to and follow instructions at all times. As it is a practical and physical environment there will always be a level of acceptable risk. Within this environment however it is therefore essential that all children and teachers adhere fully to all prescribed health and safety rules and regulations in order to minimise the risk of accident or injury. This includes the wearing of required safety equipment, such as shin pads, within certain activities.

DEPARTMENTAL LESSON ROUTINES (Students and PE Staff)

DSLVL SECONDARY

On arrival at the changing rooms students should change quickly into the appropriate kit and remove any jewellery. Long hair needs to be tied back for personal safety and that of others. Good behaviour in the changing rooms is essential. While changing students will receive instructions regarding the movement to

the facility / area in which their lesson is scheduled to take place. Students will also receive instructions about any equipment required to be collected / moved for use within the lesson. Students should always make their way quickly and in an orderly fashion and settle immediately for the beginning of the lesson. When all students have exited the changing rooms they need to be securely locked. The teacher responsible for teaching the lesson must ensure that a register is taken prior to the start of practical activity.

It is essential that the PE Department is made fully aware of any short and long term student medical conditions so that provision can be made accordingly. A log of long term medical issues is displayed on the PE office notice board. All PE staff are required to be familiar with all students within their teaching groups with any medical or special educational requirements.

Non-participants are required to hand in an excuse note / message displayed in their student planner to the teacher responsible for teaching the lesson. All notes should include a brief explanation of the medical or any other reason for non-participation. Parents / carers can also telephone the school or email the PE Department directly with reasons for non-participation. Students who have a prolonged injury or illness (more than 2 weeks) must support any notes with a medical certificate from their doctor.

Non-participants will be set appropriate tasks by the class teacher in accordance with the nature of the problem. This may range from some form of practical involvement within the lesson such as refereeing or scoring to written work specific to the activity that they are unable to participate in. Non-participants should still bring and change into appropriate PE kit for lessons to avoid getting their uniform and shoes soiled.

Students are responsible for their own PE kit and each item should be named. The PE Department has a supply of spare kit and will provide students with kit to wear when necessary. Students should check at the PE office when they have mislaid kit to see if it has been handed in / located. Lost items should be replaced as soon as possible with all items of PE kit being available to purchase through the academy. Throughout PE lessons students need to listen to and follow instructions at all times. As it is a practical and physical environment there will always be a level of acceptable risk. Within this environment however it is therefore essential that all students and PE staff adhere fully to all prescribed health and safety rules and regulations in order to minimise the risk of accident or injury. This includes the wearing of required safety equipment, such as shin pads, within certain activities. It is advised that pupils wear gum shields for rugby lessons.

The Uniform Policy will be updated on a two yearly basis, or beforehand if changes to the uniform occur.

Uniform Template Policy - Appendix 2

Guidance document

Cost

The Department for Education's (DfE) Admissions Code (December 2014) highlights the importance of the cost of uniform and that policies regarding school uniform do not discourage parents from applying to a school of their choice because of cost. Academies will therefore be expected to consider the needs of every group and any existing suppliers of school uniform.

In sourcing school uniform, each academy should be able demonstrate how best value has been achieved i.e. keeping compulsory branded items to a minimum and where possible the parents' availability to purchase these from supermarkets.

Where suppliers are used, single service contracts and cash back arrangements should be avoided and any savings negotiation should be passed on to the parents. Details of where uniform can be purchased should also be set out in Appendix 1 of the above Policy.

Academies are also expected to keep the cost of supplying the uniform under review.

Equality

The academy should widely consult on its proposed uniform policy or any changes to an established policy and document the consultation process undertaken, and the decisions taken in weighing up competing points of view. To minimise the risk of wider challenge the academy may wish to seek input from relevant religious communities and/or authorities to demonstrate that it has fully considered the issues.

In determining a uniform policy, academies may decide that the needs of individual groups are outweighed by factors. This may include health and safety, security, teaching and learning, protecting young people from external pressures promoting a strong, cohesive school identity that supports high standards and a sense of identity among pupils, as well as the need to promote harmony between different groups represented in the school. The academy must balance the rights of individual pupils against the best interests of the school community as a whole.

Noting the academy's obligations under the Equality Act 2010 (Act), many schools have chosen to adopt a neutral or flexible policy i.e. which permit girls to wear trousers instead of skirts. Academies will need to carefully consider any requests from pupils to vary the Policy, and particularly from those who have any of the listed protected characteristics under the Act, including but not limited to disability, religion and gender reassignment (or transgender).

Requests must be reasonable and should be put in writing to the headteacher. Requests should be considered on a case by case basis and with reference to the circumstances and we recommend that any decisions and the reasons for these are documented by the headteacher appropriately.

Challenges to the Policy that cannot be resolved should be escalated using the Parental Concerns and Complaints Policy, however academies may also wish to consider what insurances are in place to meet any claims which may subsequently arise out of a parental complaint.

Non-compliance

The DfE's non-statutory guidance on school uniform (September 2013) sets out the academy's right to discipline pupils for breaching rules on appearance or uniform, provided that it is in accordance with the academy's published behaviour policy.

This includes the headteacher's (or person authorised by the headteacher) right to ask the pupil return home to remedy the breach.

If a pupil is asked to return home to remedy the breach, the DfE is clear that this is not an exclusion but should be considered as an authorised absence. If, however, the pupil breaches the Policy in such a way as to be sent home to avoid school, the pupil's absence may be considered as an unauthorised absence. In both cases the pupil's parents must be notified and the absence should be recorded.