



# **Shincliffe CE Primary School Uniform Policy**

**Adopted: June 2026  
Review: June 2027**

## INTRODUCTION

At Shincliffe Primary School we recognise that all pupils are entitled to a quality of provision that will enable them to achieve their potential. We believe that every member of the school community is valued as a child of God, made in his image and likeness. All are welcome and are encouraged to use their gifts and talents to contribute to the happy and caring environment we strive to create.

We seek to develop the highest levels of academic achievement and personal well-being within a loving Christian context. We aim to provide a stimulating learning atmosphere in which the potential of all can be realised. We recognise and cherish our role within the wider community and seek to build strong links between home, school and local community. Our vision is rooted in *Jesus' promise that he has 'come in order that you might have life – life in all its fullness.'* John 10:10

Shincliffe CE 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, the school will:

- 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 and statutory 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 'Cost of school uniforms'
- DfE 'School Admissions Code'
- DfE 'Developing school uniform policy'
- Equality and Human Rights Commission 'Preventing hair discrimination in schools'

This policy operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Behaviour Policy
- Pupil Equality, Equity, Diversity and Inclusion Policy
- LGBTQ+ Policy
- Tendering and Procurement Policy

## **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, 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 appropriate, practical, accessible and affordable for all pupils.
- 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.
- Ensuring compliance with obligations under the Human Rights Act 1998 and the Equality Act 2010.

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 or amendment letter as appropriate, e.g. 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, 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 an amendment or an exemption to the uniform rules, with a reason why e.g. due to their child's protected characteristic, due to the cost of the uniform.
- 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 or an amendment.
- 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 use of branded uniform items will be minimised in accordance with the branded items section of this policy.
- 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 pre-loved uniforms are available for parents to acquire. Information on pre-loved uniforms and when they will be available to be purchased 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 or where spare items are likely or be needed.

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 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.

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.

The above consideration to cost will also apply to the school's PE kit, as no pupil should feel unable to fully participate in PE or represent their class or the school because the PE kit is too expensive.

### **Branded items**

As of September 2026, the school will limit its branded items of uniform and PE kit to three or fewer.

The school will confirm with parents and pupils which branded uniforms will be compulsory within the above limit and the specification of other optional branded items. All branded items, whether compulsory or optional, will be kept to a minimum and generic alternative will be permitted.

Parents will be informed of any requirements for generic alternatives of non-branded uniform, e.g. the colour, shade, fabric or fit, so that these items can be purchased appropriately.

A branded item will be deemed compulsory if a pupil is required to have or wear the item:

- For general use at the school.

- To travel to or from the school.
- To take part in any lesson, club or activity facilitated by the school.

The limit on branded items will apply to any branded bags, and any items required only at particular times of the year, e.g. summer uniform.

Where pupils are able to choose between different branded items, e.g. being able to choose between wearing a branded skirt or branded trousers, this will only count as one item as the pupil is only required to have one of those items.

Different branded uniforms may be adopted for different key stages; however, the school will consider cost implications for parents in doing so.

When making decisions about compulsory branded items, the school will consider how it can maintain the benefits of a branded item while also keeping costs low. This may involve using sew-on or iron-on labels or limited branded items to longer-lasting items such as ties, rather than items that need to be purchased more frequently or in larger quantities, e.g. shirts.

Sew-on or iron-on logos applied to uniform items will be considered branded items and included within the school's prescribed limit of compulsory branded items.

All loaned or gifted branded items will be captured within the limit if they are required to be worn. Additional branded items may be loaned, given out, or made available for sale by the school; however, wearing such items will be optional.

Where optional branded items are made available, wearing an equivalent unbranded version of that item will also be permitted.

Generic unbranded items worn by pupils will still need meet the requirements of this policy and should be fit for purpose.

For sporting activities and competitions, pupils will not be required to wear branded items to take part in an activity, unless these items count towards the limit on branded items. The school may give out free additional branded items for sporting competitions and events.

If a pupil is unable to wear a loaned branded item, e.g. for a medical or health reason, the school will allow them to wear a suitable alternative.

### **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 or socio-economic status.

The relevant protected characteristics are:

- Sex
- Sexual orientation
- Religion or belief
- Race (including colour, nationality, ethnic or national origin)
- Disability
- Gender reassignment
- Pregnancy

The school will ensure that parents and pupils are consulted over any changes to school uniform, and that, where appropriate and with pupils' consent, views and advice are sought specifically from pupils, and parents of pupils, who:

- Are transgender or non-binary.
- Are of a religious or cultural background that has specific dress requirements.
- Have SEND and/or sensory needs.

Parents' concerns and requests regarding school uniform and amendments to it are handled on a case-by-case basis by the headteacher and governing board, and always in accordance with the school's Complaints Procedures Policy.

If a requirement will affect a group with certain characteristics more than others, the school will:

- Carefully consider whether the requirement is the best way to achieve aims.
- Think about what mitigations could be put in place.
- Ensure that the requirement is justified and a proportionate means of achieving a legitimate aim to be lawful.
- Allow for flexibility to enable necessary exceptions.

Information on how the school ensures its uniform policy does not discriminate against pupils with specific protected characteristics is outlined below.

### **Gender**

To avoid disproportionately impacting pupils of a certain gender, the school will ensure that the cost of uniform is as equal in price as possible across items for all genders.

This includes:

- Adhering to the procedures laid out in the 'Cost principles' section of this policy.
- Not directly requiring pupils of a certain gender to buy additional uniform, e.g. by requiring female pupils to buy both trousers and skirts.

- Not indirectly requiring pupils of a certain gender to buy additional uniform, e.g. by offering football in PE to only male pupils and requiring they buy football boots to participate.
- Not holding pupils of different genders to different uniform standards, e.g. by banning certain hairstyles for only one gender.

Pupils will not be 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.

### **Religion and belief**

To avoid disproportionately impacting pupils of a certain religion, belief or culture, the school will ensure that there is flexibility to allow pupils to present themselves in a way that adheres to their dress requirements as far as possible, within the school's uniform policy.

The school will endeavour to meet all requests for amendments to the uniform for these purposes; however, it is important that school policies are not compromised, such as school safety or discipline.

### **Race**

To avoid disproportionately impacting pupils of a certain race, the school will ensure that its uniform policy does not constitute unlawful indirect discrimination through blanket rules. This includes:

- Not banning hairstyles related to a pupil's ethnic origin, e.g. natural Afro hairstyles.
- Not banning hairstyles worn because of cultural, family and social customs, e.g. cornrows.
- Not banning head coverings related to a pupil's culture or ethnic origin, e.g. African heritage head wraps.

The school will follow the good practice guidance provided by the Equality and Human Rights Commission on 'Preventing hair discrimination in schools'.

### **SEND and medical conditions**

To avoid disproportionately impacting pupils with SEND or medical conditions, the school will ensure its uniform policy takes into account the needs of these pupils. This includes:

- What flexibilities, adaptations, adjustments or alternatives might mitigate any negative impact on these pupils.
- Adopting a more comfortable or less restrictive uniform.
- Determining a more flexible policy that allows pupils to choose from a range of items so they feel more comfortable.

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 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.

Where the subject of a complaint relates to a pupil's protected characteristic, the governing board will carefully consider requests to vary this policy.

The school will agree a procedure 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 will expect this to be carried out in accordance with the school's published Behaviour Policy. The school will aim to deal with pupil non-compliance in a proportionate and fair way.

### **School uniform supplier**

The school's current school uniform supplier is:

- Name of supplier: Tots to Teams
- Address of supplier: Tots To Teams Ltd, Unit 10b, Airport Industrial Estate, Kingston Park, Newcastle-upon-Tyne, NE23 2EF.
- Tel: 0191 271 5454
- Email: [orders@totstoteams.com](mailto:orders@totstoteams.com)

The governing board will ensure that we review the supplier and obtain quotes from other suppliers every five years to guarantee parents are being offered the best value for money, in line with the Tendering and Procurement Policy. 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. Any savings negotiated with suppliers will be passed on to parents.

The school will not agree to any new supplier before requesting visualisations and samples of proposed uniform.

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

Parents can order directly from the supplier and collect uniform from school.

### **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, e.g. Schoolwear Association
- 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

The school will consider the environmental impact and sustainability of the uniform and how they are sourced.

### **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 will support disadvantaged families in meeting the costs of uniforms worth up to £30. The budget for the school uniform assistance scheme will be derived from pupil premium funds.

For parents to claim school uniform assistance, their children should be eligible for FSM. Eligibility will be determined by checking original documents from the relevant authority, detailing receipt of the benefit and the address of the pupil.

Families who meet the criteria will be asked to complete a school uniform assistance application form and return it to the school office.

The school will hold pre-loved school uniforms in the school office for parents to access; information on accessing pre-loved school uniforms will be made available on the school website.

The school will consider how pupils will be supported where they do not have the correct uniform, including who will be the point of contact for families and pupils who need support with uniform.

Parents will be invited to donate their child's uniform when they no longer need it.

### Non-compliance

Before taking disciplinary action, the school will consider any reasons for non-compliance that may be outside of the pupil's control.

A considerate approach will be used to resolve any situations where it is suspected that financial hardship may be the reason a pupil has not complied with this policy.

Staff will be permitted to discipline pupils for breaching this policy, where relevant to their role, in accordance with the school's Behaviour Policy. In cases where it is suspected that financial hardship has resulted in a pupil not complying with a school's published uniform policy, the school will be mindful and considerate to this situation.

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.

### School uniform

#### Clothing

The school uniform is as follows:

Item	Optional or required	Branding	How to acquire	Cost per item from school supplier
<b>Regular school uniform</b>				
Navy blue sweatshirt or cardigan	Required	School logo on right-hand side	Branded sweatshirt and cardigan available from school supplier or pre-loved from school office. Unbranded navy sweatshirt or cardigan can be bought from regular retailers.	Branded sweatshirt from <b>£10.00</b> ; cardigan from <b>£11.00</b>

White polo shirt	Required	School logo on right-hand side	Branded polo shirt available from school supplier, pre-loved from school office, or unbranded from regular retailers	Branded polo shirt from <b>£9.25</b>
Blue school fleece	Optional	School logo on right-hand side	Branded fleece available from school supplier or pre-loved from school office. Unbranded navy fleece can be bought from regular retailers.	Branded fleece from <b>£15.05</b>
Grey or black trousers or knee-length grey skirt	Required	No branding	Available pre-loved from school office, and from regular retailers	N/A
Sensible, plain black shoes	Required	No branding	Available from regular retailers	N/A
<b>PE kit</b>				
Plain house colour t-shirt	Required	School logo on right-hand side	Branded house t-shirt available from school supplier or pre-loved from school office. Unbranded house colour t-shirt can be bought from regular retailers	Branded house colour t-shirt from <b>£6.30</b>
Plain house colour sweatshirt	Required	School logo on right-hand side	Branded house sweatshirt available from school supplier or pre-loved from	Branded house colour sweatshirt from <b>£11.50</b>

			school office. Unbranded house colour sweatshirt can be bought from regular retailers	
Plain black shorts	Optional	No branding	Available from school supplier	N/A
Fit-for-purpose footwear eg trainers, indoor plimsolls	Required	No branding	Available from regular retailers	N/A

Parents who do not wish to buy the optional branded PE kit must acquire a PE kit meeting the following criteria:

- Plain T-shirt with no branding or logos from professional sports teams that match their child's house colour
- Plain shorts or tracksuit bottoms with no branding or logos from professional sports teams
- Suitable trainers
- Other suitable sports footwear, e.g. football boots, if required

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

### **Jewellery**

The school rules on jewellery are as follows:

Pupils with recently pierced ears may wear rubber retainer studs at school for the required period. Otherwise, no jewellery is to be worn. Pupils will be advised that jewellery is their personal responsibility and not that of the school. Lost or damaged items will not be refunded. All jewellery must be removed during practical lessons, including PE lessons and science experiments.

### **Bags**

Pupils must use an appropriately sized waterproof bag to carry their books and equipment. It must hold A4-sized workbooks comfortably without causing any damage.

School bags featuring inappropriate images, slogans or phrases will not be permitted.

The school will discourage pupils from bringing valuable bags to school. The school will not be liable for lost or damaged school bags.

## **Hairstyles and headwear**

The school reserves the right to make a judgement on whether a pupil's hairstyle, hair colour or headwear is inappropriate for the school environment; however, the school 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 cause a health and safety risk. Long hair must be tied up during practical lessons, e.g. during PE.

The following hairstyles, hair colours and headwear are not considered appropriate for school:

- Brightly coloured dyed hair
- Headwear with bold patterns or colours
- Excessive hair accessories
- Headwear featuring inappropriate words or images

## **Makeup and cosmetics**

The school rules on makeup and cosmetics are as follows:

- Only natural-looking makeup is permitted
- False nails and nail extensions are not permitted
- Only clear nail varnish may be worn
- Temporary tattoos are not permitted

Pupils wearing excessive makeup will be required to remove it.

## **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.
- 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.

### **Non-uniform days and personal items**

When planning non-uniform days, the school will consider:

- Any impact it may have on attendance.
- The expectations on appropriate clothing.
- The Behaviour Policy.
- The ability of pupils from low-income families to fully take part, e.g. where costumes or dressing up are involved.
- That participation should not be dependent on parents or pupils making a financial contribution.

### **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 June 2027.

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.