



The Radclyffe School

“Working Together for Excellence”

UNIFORM POLICY

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1. Policy Statement

At The Radclyffe School we have high expectations of our students in all aspects of behaviour. These expectations extend to our standards around uniform.

Our students must look smart at all times both in and around the school grounds and when in the community, recognising that they are ambassadors for our school.

There is a visual uniform guide for parents at the end of this policy.

2. Equality Act 2010

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

To avoid discrimination, we will:

- Avoid listing uniform items based on sex, to give all students the opportunity to wear the uniform they feel most comfortable in or that most reflects their self-identified gender.
- Make sure that our minimum uniform costs are the same for all students.
- Allow students to request changes to swimwear for religious reasons.
- Allow students to wear headscarves and other religious or cultural symbols.
- Allow for adaptations to our policy on the grounds of equality by asking students or their parents to get in touch with their form tutor, who can answer questions about the policy and respond to any requests.

3. Uniform requirements (See Appendix 1 for further guidance)

3.1 Standard items

Items marked with * are compulsory uniform items and are available from our uniform suppliers (see section 7). Other items may be purchased from any retailer.

- * The Radclyffe School blazer with pre-embroidered pocket badge.
- Plain white shirt long or short sleeved to be worn with a tie. Top buttons to be fastened and shirts to be tucked into skirt or trousers at all times.
- *The Radclyffe School tie. Black and red striped school tie at KS3. Black, red & white striped tie at KS4.
- Optional Radclyffe Black V neck jumper with red stripe around the neck.
- *Black skirt in a wide box pleated back and front style (not straight). The skirt must not be more than 6cm above the knee. No other designs are acceptable, and skirts must not be rolled up. Whilst the style of the skirt is mandatory, the skirt as a uniform item is not: trousers are permitted for all students (explained below).
- *Plain Black tailored trousers (see example in the appendix). No jean, leggings, flared, skinny fit trousers, tight fitting trousers or tracksuit bottoms. Jeans are defined as trousers with patch pockets and rivets. Trousers should not trail on the floor.
- *Skirts must be worn with plain black ankle socks (no frills or bows) or black tights.
- *Trousers must be worn with plain black socks.
- *Plain, flat, black shoes with no motifs (trainers, boots and pumps or heels are not suitable). See Appendix for additional footwear guidance.

- Hijabs, scarves, turbans, crowns and top knots, worn for religious reasons, must be plain black and well secured.
- Outdoor coat in predominantly black, blue or grey colour. Discreet branding will be permitted, however large motifs on coats are not acceptable. (Denim, leather jackets, hoodies or gilets jackets are not acceptable). Coats must be taken off before entering classrooms. No hoodies, tracksuit, jersey material coat or gilet is permitted and will be confiscated if necessary.
- **Bag:** Students must have a school bag as part of their uniform to keep their books and equipment in. A student's school bag must be large enough to properly carry an A4 ring binder and A4 exercise books and PE kit when needed. Smaller bags are not appropriate as a main school bag.

3.2 PE kit

For Boys

- *Unisex red T-shirt with The Radclyffe School logo
- *Black unbranded unisex shorts (appropriate length)
- *Plain black sports socks
- Plain black tracksuit bottoms (in cold weather) with small logo no stripes
- Optional black sweat top or tracksuit top with The Radclyffe School logo for over the PE T-shirt
- Optional black top not branded but must be worn under the PE T-shirt (The Radclyffe School Logo should always be shown on the top layer)
- *Training shoes (Trainers) Students should wear suitable trainers for sport (Converse, Vans or similar fashion trainers are not appropriate).
- Trainers
- Optional Football boots/astro boots for football/rugby
- Optional sports Hijab (see pictures in appendix)

Students who cannot do PE due to injury or illness are expected to bring and wear their PE kit in order to participate in an alternative role within the lesson.

- The correct PE kit must always be brought to every lesson. If students forget their PE kit, they are expected to wear a spare kit provided by the school.
- Any students with long hair are expected to bring a hair bobble to every lesson to tie their hair back.
- No jewellery is to be worn in school. Watches should be removed for PE lessons.

Other sportswear information

These additional items are not compulsory:

- As already mentioned, black unbranded unisex tracksuit bottoms.
- Unisex black unbranded sports layer that can be worn underneath the PE T-shirt.
- Students who study Dance will benefit from wearing black Jazz shoes or black ballet shoes for ease of movement – the PE department will support and advise.
- Gum Shield (recommended for rugby, hockey, cricket and softball) and are strongly advised for the specific sporting activities.
- Where appropriate, for example on medical, religious or cultural grounds, alternatives to the PE kit are permitted. Parents may contact the PE department for further information.
- Shin pads (recommended for football & hockey)

3.3 Seasonal considerations

Additional PE Kit is advised for the winter term.

- Unisex plain black tracksuit bottoms.
- A black long sleeved and/or legging style base layer may be worn under the regulation PE kit during the colder months.

In the case of severe weather when boots are worn for the journey to and from school a pair of shoes should be brought to change into when inside school.

Coats must not be worn in the classroom. Blazers must be worn at all times but during exceptionally hot weather, permission may be granted to remove blazers by the Headteacher.

3.3.1 Jewellery / Belts

- No jewellery is permitted.
- Smart watches are not permitted.
- Watches must be removed for PE lessons.
- Only badges awarded by the school may be worn.
- Students will be asked to remove any jewellery immediately; these items will be confiscated and available for students or parents/careers to collect in line with our confiscations. On the first occasion students collect the same day at the school office, on the second occasion students can collect the next day and on the third occasion parents will collect the items. Confiscations reset September, January and April.
- The school does not take responsibility for the loss or damage of any jewelry, including wristwatches, brought onto the school site.
- Plain black belts can be worn with trousers and should only have a small, unbranded buckle. (No motifs, branding, coloured stitching, or other embellishments)

3.3.2 Hair

- Hair should be smart and appropriate for school.
- Extreme hairstyles are not permitted. For the avoidance of doubt, shaven heads or anything under a grade two (except for religious observance) on the crown is unacceptable and there must be no lines, patterns or tramlines.
- Students' hair must be within a natural colour range.
- No hair jewellery is permitted.
- Hair bobbles should be plain black and discreet; no other hair ornaments or bows are permitted.
- Hairstyles linked to cultural heritage are permitted at the discretion of the Headteacher, where necessary in consultation with faith or cultural leaders.

3.3.3 Cosmetics

- Body art and tattoos are not allowed throughout the school. The Tattooing of Minors Act 1969 makes it illegal for anyone to tattoo a young person under the age of 18.
- Students are not permitted to wear make-up.
- We do not permit false nails, nail varnish or false eyelashes.

3.3.4 Equipment

Students must have the correct equipment for all lessons.

- **A pencil case** is part of the equipment expectation (we would advise see-through as this is used in exams), with black writing pens, blue and red biro for improvement work, pencils, pencil sharpener, eraser, a highlighter pen, protractor, ruler, mathematical compass, glue stick.
- **A scientific calculator:** The **Casio FX-85GT CW** is the school's preferred calculator and is available from available from all good retailers or it can be purchased from school at a reduced rate during the year. All students will require a scientific calculator.
- **Bag:** Students must have a school bag as part of their uniform to keep their books and equipment in. A student's school bag must be large enough to properly carry an A4 ring binder and A4 exercise books and their PE kit when needed. Smaller bags are not appropriate as a main school bag.

Optional items:

Safety scissors and pencil crayons.

Students would benefit from having their own water bottle which will help the school reduce plastic waste by reusing and recycling.



4. Expectations of parents and carers

We expect our parents and carers to support us at all times in relation to upholding our high standards. Parents are responsible for ensuring that their child has the correct uniform and PE kit, and that every item

is:

- Clean
- Clearly labelled with their child's name
- In good condition

We encourage parents and carers to donate any outgrown or leavers' uniforms to the school if it is clean and in good condition. By doing this, we can offer these items to other Radclyffe families as pre-loved items and help to maintain affordability for all.

Parents should contact their child's Year Manager in the first instance if they would like to raise any issues regarding uniform.

Any parental disputes about uniform will be resolved locally and by mutual agreement where possible. Parents have the right to raise any unresolved issues to the Headteacher via the complaints policy.

5. Expectations of students

5.1 Representing the school

Students are expected to wear the correct uniform at all times whilst:

- On the school premises
- Travelling to and from school
- Attending out-of-school events, school trips and anywhere else where they are representing the school unless informed otherwise by the trip / event leader.

Students should contact their Year Manager if they want to request an amendment to the uniform policy in relation to their protected characteristics.

5.2 Non-adherence to the policy

Staff will closely monitor students to ensure that they are in the correct uniform, every day.

Where it is deemed a student is not in the correct uniform or where their general appearance does not fall in line with policy, this may be dealt with in a number of ways which may include:

- Verbal request to correct the uniform
- Confiscation of Non-Uniform Items
- Uniform strip taken and logged
- Parental contact
- Catch up (detention)
- Social time exclusion
- Substitute uniform
- Internal Suspension.
- Fixed Term Suspension.

The Headteacher reserves the right to send home any student who is deemed to be inappropriately dressed or presented for school.

In cases where it is suspected that financial hardship has resulted in a student not complying with uniform policy, staff will take a mindful and considerate approach to resolving the situation.

5.3 Lost property

Students are responsible for collecting their own lost property. Where items are clearly labelled with a name tag, students will be contacted to collect. Any lost property not claimed within six weeks of being handed in will be cleaned and offered out as pre-loved uniform or donated to charity.

6. Uniform costs

6.1 Affordability considerations

We have a duty to ensure that our uniform is affordable, in line with statutory [guidance](#) from the Department for Education.

We understand that items with distinctive characteristics (such as branded items and items which are only available from our uniform supplier) cannot be purchased from a wide range of retailers and that requiring many such items limits parents' ability to shop around for a lower price.

We therefore ensure that our uniform:

- Is available at a reasonable cost.
- Provides value for money for parents and carers, based on durability and quality.
- Acts as a social leveler by making items standard as much as possible. We do this by:
 - Carefully considering whether any items with distinctive characteristics are necessary.
 - Limiting any items with distinctive characteristics and keeping branded items to a minimum whilst maintaining a smart image where all students are dressed the same, regardless of socio-economic background.
 - Limiting items with distinctive characteristics to low-cost or long-lasting items, such as our school tie and school skirt.
 - Avoiding specific requirements for items students could wear on non-school days, such as coats, bags, and shoes. We ask for plain styles in this respect.
 - Avoiding different uniform requirements for extra-curricular activities.
 - There are no costs to parents / carers for branded team kits for extra-curricular sports.
 - Making sure that arrangements are in place for parents to acquire pre-loved uniform.
 - Avoiding frequent changes to uniform specifications and minimising the financial impact on parents of any changes.
 - Consulting with parents and students on any proposed significant changes to uniform and carefully considering any complaints about the policy.

6.2 Pre-loved items

Any unclaimed items of lost property, together with donations of clean, good condition, outgrown or leavers' uniform items will be made available. We accept donations and contributions to the upkeep of these items and promote the use of pre-loved items to minimise waste and protect the environment. Items can be requested discreetly by contacting the school Reception or emailing admin@theradclyffschool.co.uk.

6.3 Hardship fund

The school maintains a limited hardship fund which supports families in need, helping to ensure that every child has opportunity to participate fully in school life. This includes helping families who are struggling to meet the costs of uniforms, particularly branded items which cannot be purchased from general retailers. Applications should be made in writing to the Headteacher, who has the final decision about allocation of this fund, made in consultation with senior and pastoral colleagues.

The hardship fund is finite, and requests will be processed in the light of available resources. Whilst we offer no guarantee that every application will be successful, we encourage those who are in genuine need to consider this as a viable option.

7. Uniform supplier

All branded items can be purchased from Debonair Uniform www.debonairschoolwear.co.uk, Monkhouse Uniform www.monkhouse.com or Hallmark Schoolwear www.hallmarkschoolwear.com

8. Governance

Governors will review this policy every three years, making sure that:

- It continues to be appropriate for our school's context.
- It is implemented fairly across the school.
- The views of parents and students are taken into account as and when any significant uniform changes are proposed.
- We are offering a uniform that is appropriate, practical and safe for all students.

9. Cross references

- Behaviour policy
- Equality policy
- Complaints policy

