



# Uniform Policy

**Date adopted:** September 2023  
**Prepared by:** Mark Barlow, Deputy Headteacher  
**Ratified by:** Governing body Oct 2023  
**Review date:** July 2024

Other relevant School policies include:

- St James School Computer/Mobile device and online use policy - pupils
- St James School Equality Policy
- St James School Reducing Bullying Policy
- St James School Uniform Policy
- St James School Exclusion Policy
- St James School Attendance Policy
- St James School Supporting pupils at school with medical conditions Policy
- St James SEND Policy
- St James Behaviour Policy

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### 1. Aims

This policy aims to:

- Set out our approach to requiring a uniform that is of reasonable cost and offers the best value for money for parents and carers
- Explain how we will avoid discrimination in line with our legal duties under the Equality Act 2010
- Clarify our expectations for school uniform

### 2. Our school's legal duties under the 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, our school will:

- Avoid listing uniform items based on sex, to give all pupils the opportunity to wear the uniform they feel most comfortable in or that most reflects their self-identified gender
- Make sure that our uniform costs the same for all pupils
- Allow all pupils to have long hair (though we reserve the right to ask for this to be tied back)
- Allow all pupils to style their hair in the way that is appropriate for school yet makes them feel most comfortable
- Allow pupils to wear headscarves and other religious or cultural symbols
- Allow for adaptations to our policy on the grounds of equality by asking pupils or their parents to get in touch with Mark Barlow [mzb@stjamesexeter.co.uk](mailto:mzb@stjamesexeter.co.uk), who can answer questions about the policy and respond to any requests

### 3. Limiting the cost of school uniform

Our school has a duty to make sure that the uniform we require is affordable, in line with statutory [guidance](#) from the Department for Education on the cost of school uniform.

We understand that items with distinctive characteristics (such as branded items, or items that have to have a school logo or a unique fabric/colour/design) cannot be purchased from a wide range of retailers and that requiring many such items limits parents' ability to 'shop around' for a low price.

We will make sure our uniform:

- Is available at a reasonable cost

- Provides the best value for money for parents/carers

We will do this by:

- Carefully considering whether any items with distinctive characteristics are necessary
- Limiting any items with distinctive characteristics where possible for example, by only asking that the blazer, worn over the jumper, tie, and aspects of the PE kit features the school logo
- Limiting items with distinctive characteristics to low-cost or long-lasting items, such as ties
- Considering cheaper alternatives to school-branded items, such as logos that can be riveted on, as long as this doesn't compromise quality and durability
- Avoiding specific requirements for items pupils could wear on non-school days, such as coats, bags and shoes.
- Keeping the number of optional branded items to a minimum, so that the school's uniform can act as a social leveler
- Avoiding different uniform requirements for different year/class/house groups
- Avoiding different uniform requirements for extra-curricular activities
- Considering alternative methods for signaling differences in groups for interschool competitions, such as creating posters or labels
- Making sure that arrangements are in place for parents to acquire second-hand uniform items
- Avoiding frequent changes to uniform specifications and minimising the financial impact on parents of any changes
- Consulting with parents and pupils on any proposed significant changes to the uniform policy and carefully considering any complaints about the policy

## 4. Expectations for school uniform

### 4.1 Our school's uniform

- Black school blazer with St James' school logo St James school tie
- Plain black full-length trousers which do not trail on the floor (**not** leggings, skinny jeans or any type of skinny or tight trouser, stretch, baggy, denim, flared or bell-bottoms, jeans, chinos, canvas or corduroy)
- Students may wear a plain black skirt instead of trousers if preferred (no patterns or additional colours). The skirt must be pleated or straight in style and must reach the knee (not above the knee). Skirts must not be tight fitting, stretchy or 'skater' skirts. All skirts must be worn with black tights (except when specified during summer months).
- Shorts or culottes may also be worn however, they must be tailored in style and reach the knee.
- Short-sleeved shirts may be worn instead of long-sleeved, but the shirt must be tucked in.



- If belts are worn, they should be narrow and plain black with a small normal buckle. Logos on belts are unacceptable.
- Plain white shirt with collar and buttons up to the neck (not a polo shirt), tucked into trousers or skirt. Any t-shirts worn under the shirt must be white and not showing
- There is no specific colour required for socks that are worn under trousers
- Only black socks (no logo) can be worn over tights.
- Only plain black/white socks (no logo) can be worn with shorts
- Socks should not come higher than the bottom of the calf.
- Headscarf in muted colours with no jewels.
- Black leather look/polishable shoes with no coloured marks or logos. No flip-flops, Ugg-style boots, skater style, pumps, trainers or high heels. Knee/ankle boots will not be permitted.



- If your child has a medical reason for wearing trainers instead of shoes, they must be completely black and any branding must be entirely black. Medical evidence must be provided if your child needs to wear trainers. If your child has a short-term reason for needing to wear non-school shoes, please contact your child's Head of Year, via email.

## Summer Uniform

The change to summer uniform expectations will be clearly communicated to students and parents at the necessary time.

- St James summer uniform means that students are not expected to wear their blazers in school and they do not have to bring their blazers into School if they do not wish to.
- Students who are wearing skirts will not be expected to wear tights as they are at other times of the year.
- If students still wish to wear blazers or tights during this time, they are free to do so. Students will still be expected to wear the rest of their uniform as normal.
- Black/White socks (no logos) should be worn with shorts or skirts.
- To note tailored shorts are within the uniform policy all year round.

## Optional

-Plain, black V-neck jumpers can be worn along with the jacket.

## The St James PE kit list

### PE kit – essential

- Navy/sky blue St James shorts or St James leggings or St James jogging bottoms or plain navy jogging bottoms without logos.
- Astro trainers
- Long socks (navy/sky blue football socks)
- Navy/sky blue St James hoodie
- Navy/sky blue St James PE polo shirt
- Gum shield
- Shin pads

### PE kit – recommended

- Football boots
- Reversible rugby top

## Expectations of uniform at St James

School uniform is important as it reflects both pride in the school and students' attitude towards their learning. Students must maintain a high standard of personal appearance at all times.

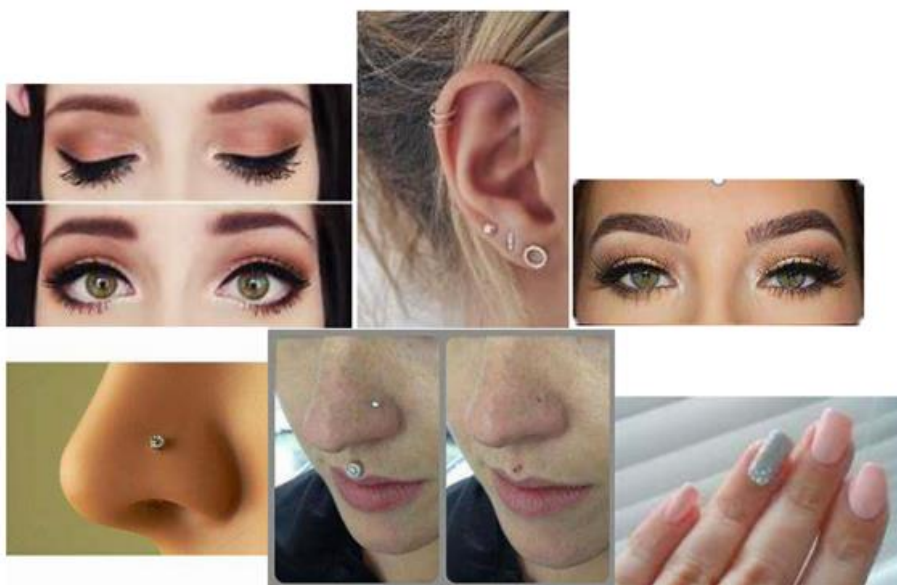
**Students must be in full correct uniform in order to attend lessons. Parents will be contacted for any student arriving in school out of uniform or in incomplete uniform. Students will be asked to borrow uniform in school in accordance with our behaviour policy.**

### Please note:

- No coats or jackets are to be worn over or under school uniform in school time
- Sweatshirts, t-shirts, hoodies and cardigans cannot be regarded as being "jackets" or "coats" and should not be worn in school at all. The same is true of pullovers in non-uniform colours
- Blazers must be worn (in) all lessons, in the school building. Students may remove blazers when given permission by teachers during lessons and/or when SLT determine that the weather permits them to be removed in the school building during the school day.

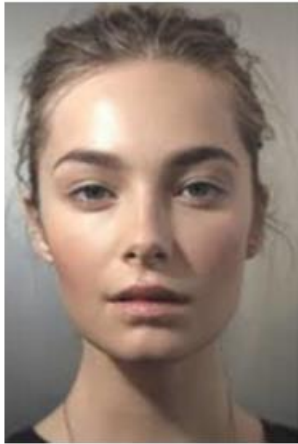
- No outer garment which bears a slogan, logo, initials or forms words that are offensive is allowed on the school site
- Hats, scarves and gloves are not permitted to be worn inside the school building at any time
- Shirts must be worn fully tucked in with top button fastened.
- Ties must be worn at all times.
- Students may wear one pair of studs in their ears, but they must be no bigger than 3-4mm. Only one stud is allowed in each ear and they must be worn in the earlobes. Please arrange for piercings to be done during school holidays as jewellery must be removed during PE lessons for safety reasons.
- Body piercings in other parts of the body (e.g. eyebrow, face, nose) are banned.

Examples of false eyelashes, nails and the types of facial jewellery which are **not** permitted are shown below:



- No bracelets, bands or rings are allowed
- Any make-up should be discreet in its application and not include the wearing of lipstick. Any student deemed to be wearing too much makeup will be asked to remove it.
- Natural coloured nail varnish can be worn. No acrylic nails. Nails need to be short.

## Subtle, Natural make-up



## Excessive make-up



- Hair should be tidy, of reasonable appearance and of such length that there is no risk of getting it caught.
- Hairbands or clips should be small and plain.
- If a religious symbol is required, it should be small in size, of simple design and worn so it cannot be seen and must be authorised by the Head of Year.
- All students must carry a school bag/rucksack which is large enough to hold A4 folders and textbooks
- Non-uniform days: clothing should be non-revealing and not bear offensive logos or comments. The rules concerning hair colour, jewellery, make-up and facial piercings will still apply. Students should be 'clean, comfortable and covered.'
- The following equipment is required and must be brought into school each day in a clear plastic pencil case which is big enough to fit all of the items listed below:

- Pen
- Pencil
- Green Pen
- Ruler – 30cm
- Rubber and Sharpener
- Calculator
- Mini Whiteboard
- Dry Wipe pen
- Green pen for marking
- Knowledge Organiser
- KO exercise book



- A drinks bottle is a highly recommended item of equipment.



## 4.2 Where to purchase it

### New Uniform

- Thomas Moore, in Exeter is the supplier of new uniform. The St James uniform suppliers are reviewed in line with government legislation to ensure that we are using the most cost effective suppliers of school uniform.

### Second hand Uniform

- Hospice Care, Summer Lane, Exeter is our second hand supplier of uniform. Uniform can be purchased from Hospice Care, or they offer customers to swap like-for-like items e.g small undamaged blazer for larger undamaged blazer.
- If you would like to gain any additional support with uniform, please can you contact our Services Team at [studentservices@stjamesexeter.co.uk](mailto:studentservices@stjamesexeter.co.uk).

## 5. Expectations for our school community

### 5.1 Pupils

Pupils are expected to wear the correct uniform at all times (other than specified non-school uniform days) while:

- On the school premises
- Travelling to and from school
- At out-of-school events or on trips that are organised by the school, or where they are representing the school (if required)

Pupils are also expected to contact Mark Barlow [mzb@stjamesexeter.co.uk](mailto:mzb@stjamesexeter.co.uk) if they want to request an amendment to the uniform policy in relation to their protected characteristics.

### 5.2 Parents and carers

Parents and carers are expected to make sure their child has the correct uniform and PE kit, and that every item is:

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

Parents are also expected to contact Mark Barlow [mzb@stjamesexeter.co.uk](mailto:mzb@stjamesexeter.co.uk) if they want to request an amendment to the uniform policy in relation to:

- Their child's protected characteristics
- The cost of the uniform



Parents are expected to lodge any complaints or objections relating to the school uniform in a timely and reasonable manner.

Disputes about the cost of the school uniform will be:

- Resolved locally
- Dealt with in accordance with our school's complaints policy

The school will work closely with parents to arrive at a mutually acceptable outcome.

### **5.3 Staff**

Staff will closely monitor pupils to make sure they are in correct uniform. They will give any pupils and families breaching the uniform policy the opportunity to comply, but will follow up with the headteacher if the situation doesn't improve.

Ongoing breaches of our uniform policy will be dealt with by St James Behaviour for Learning Policy 2022 (seen on the school website).

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

### **5.4 Governors**

The governing board will review this policy and make sure that it:

- Is appropriate for our school's context
- Is implemented fairly across the school
- Takes into account the views of parents and pupils
- Offers a uniform that is appropriate, practical and safe for all pupils

The board will also make sure that the school's uniform supplier arrangements give the highest priority to cost and value for money, for example by avoiding single supplier contracts and by re-tendering contracts at least every 5 years.

## **6. Monitoring arrangements**

This policy will be reviewed annually by Mark Barlow (Deputy Headteacher). At every review, it will be approved by the governing body.

## **7. Links to other policies**

This policy is linked to our:

- Behaviour policy
- Equality information and objectives statement
- Complaints policy