

Policy title: KOA Uniform Policy

Secondary specific – see the Acorn for uniform expectations

Date adopted: 13 November 2017

Version	Date	Page	Change	Origin of Change <i>E.g. change in legislation</i>
V 1.0	19 September 2016			
	November 2017		No Change	

Rationale

The Academy Council believes that a smart school uniform is an essential part of supporting the ethos of the academy. Wearing the uniform correctly promotes equality, health and safety issues, facilitates a business like frame of mind and demonstrates that students are proud to be part of the King's Oak Academy Community.

In determining school uniform and any changes that might be made, the Councillors will seek the views of the Principal, parents, staff, the local authority (where appropriate) and most importantly students.

Purposes of the Policy

The purpose of the policy is to ensure that all Stakeholders are clear about:

1. What students are expected to wear and not to wear
2. Who is responsible for taking what action to ensure that uniform is worn correctly
3. The consequences and sanctions for not wearing school uniform correctly.

This Policy should be read in conjunction with the academy's 'Behaviour Policy: The TRI System and the 'Home School Agreement'.

Roles and responsibilities

It is the duty of all staff to uphold the uniform standard and to report any incidents of refusal to comply to the Principal through line management systems e.g. Leaders of Learning and Assistant Principals (Heads of Key Stage).

The Principal

It is the responsibility of the Principal to ensure that the Councillor's policy is implemented and maintained. The Principal will also determine ultimately any questions of compliance with the uniform code.

Assistant Principals

The Principal has delegated particular responsibilities e.g. the operational management of the day to day implementation of the policy to Assistant Principals. This will involve them in supporting Phase Leaders and may require communication with parents where persistent refusal to comply with the uniform code takes place.

Phase Leaders/Heads of House/Tutors/Teachers

The Principal through Assistant Principals has delegated the day to day operation and implementation of the policy to Phase Leaders through them Heads of House Tutors and Teachers.

Phase Leaders will support Heads of House, Tutors and Teachers in ensuring that the uniform code is followed and this may require them to contact parents where persistent refusal to comply with the uniform code takes place (see Behaviour for Learning Policy). Tutors should ensure that students leave their sessions in full uniform. Teachers should ensure that students begin their lessons are in full uniform. Refusal to comply on the part of students should be reported in the first instance to the appropriate Leader of Learning (see Behaviour Policy "TRI system").

Students

It is students' responsibility to ensure that they are in full school uniform at all times, including compliance with jewellery, facial piercing etc. (see 'Home-School Agreement' 'Behaviour for Learning Policy'). Where an emergency occurs and an item of uniform cannot be worn then the student should have a note in their planner from their parent explaining the reason and when the matter will be resolved.

Parents/Carers

It is the Parents/Carers' responsibility to ensure that students come to school in full school uniform, including compliance with jewellery, facial piercing etc. (see 'Home-School Agreement' 'Behaviour Policy: The TRI System'). Where an emergency occurs and an item of uniform cannot be worn then parents/carers should write a note in their child's planner explaining the reason and when the matter will be resolved. It is the Parents/Carers responsibility to ensure that the matter is resolved promptly.

Processes/General principles

The school uniform code

Students will be expected to wear the following clothing and observe the following rules regarding make up, hairstyles and jewellery:

Key Stage 3 (Years 7, 8 and 9)

- Navy v-necked jumper with school logo
- White collared shirt
- Red tie with appropriate House colour stripe
- Black regulation plain tailored trousers
- Plain black shoes (no trainers, daps or logos)
- Plain black socks
- Girls have the option of a plain black skirt which should be knee length and have no stretch

Key Stage 4 (Years 10, 11)

- Navy v-necked jumper with school logo
- Pale blue collared shirt
- Red tie with appropriate House colour stripe
- Black regulation plain tailored trousers
- Plain black shoes (no trainers, daps or logos).
- Plain black socks
- Girls have the option of a plain black skirt which should be knee length and have no stretch

Recommended outdoor wear:

Weatherproof coat – no denim or leather; fashion items, logos, hooded or tracksuit tops.

General matters

Make up

The school discourages the wearing of any make up including nail varnish, as it is contrary to the business like values the School aims to promote. If make up is worn, then it must be of a very discrete nature. Acrylic nails should not be worn at any time.

Hair styles

For Health and Safety reasons, and to support the general business like values of the School, the School expects students to have reasonable hairstyles and colours. If the Principal, or a member of staff acting for the principal, considers a student's hair style to be unreasonable, then the student will be asked to rectify the matter.

School bags

All students should bring a 'School Bag' to school every day. A 'School Bag' is defined by the School as a bag which is suitable to carry books of up to A4 size, basic equipment and kit for other subjects. Typically, students carry small waterproof rucksacks.

Jewellery

The School has agreed that one small ear stud may be worn in each ear. Apart from this, for Health and Safety reasons and to promote the general business like values of the school, no jewellery may be worn. This includes rings, neck chains and facial piercing such as nose and lip studs.

Physical Education Kit List

The kit outlined is the only PE kit that students are allowed to wear. Any items not on the list will be deemed as inappropriate. The following KS3 kit consists of items that will be required from Year 7 onwards, most items can be purchased anywhere, some only from 'Initially Yours' (see link at the top of this page for kit supplier details).

KS3/KS4 Core PE Kit

- Trainers. (Any colour trainers with non marking soles) (NO Canvas/Daps, Vans, Converse)
- Black tracksuit bottoms* (Not leggings)
- Black shorts (not cycling shorts – they must be loose fitted)
- Plain white socks (or King's Oak rugby socks)
- Hoody – royal blue KOA hoody
- KOA White polo shirt**

NO tight tops, large 'v' neck tops, or fashion tops will be allowed.

- Royal Blue/white rugby shirt (Boys only)
- Football boots (Rugby/Football)
- Gum Shield
- Shin Pads for Rugby/Hockey/Football

Additional Items

- BTEC PE Kit (Maroon – must be ordered through PE Department)
- Plain black waterproof lightweight jacket

Please Note: Any Dance show / Sports Tour / Trip clothing will not be permitted to be worn during PE lessons (but will be allowed in after school clubs).

***Gymnastics**

When participating in gymnastics students should wear shorts and polo shirts (girls are allowed to wear plain black leggings). Other items are a health and safety hazard.

***Dance**

When participating in dance pupils are allowed to wear plain black leggings.

Jewellery

- NO jewellery of any description is allowed to be worn. Students must place earrings/watches etc in the valuables in the PE office in the changing rooms.
- If a student has their ears pierced they will be expected to bring tape/plasters to cover their studs. A note explaining this and when they can be removed MUST be brought in. Wearing earrings whilst participating in physical activity can be extremely dangerous and therefore is not allowed.
- Sunglasses are not permitted for health and safety reasons; alternatively students may wear a hat.

Long Hair

- Students must have their hair tied up at all times when participating in PE. Alternatively a sweatband can be worn.

**T-shirts/tracksuit bottoms/shorts/rain tops must be the correct colour. A small logo will be allowed approximately 5cm. No large emblems or sports team badges will be allowed.

Sanctions for non-compliance

Please refer to the Academy's Behaviour Policy the TRI System for sanctions.

Where it is deemed appropriate by the Principal, the academy reserves the right to send a student home to correct their uniform.

Complaints

Any complaints about School Uniform or the School Uniform Code should be made in the first instance to the Principal. Following this, the Academy's Complaints procedure will be followed. A copy of the Academy's Complaints procedure is available on the Academy Website and a hard copy can be obtained from the Clerk to the Academy Council.

Monitoring and Review

The Principal will report to the Academy Council at least once per year on the working of the policy.