



# Ashfield Junior School

## School Uniform Policy

April 2026

Signed: *S Layzell*

Chair of Governors: Sarah Layzell

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## Statement of intent

Ashfield Junior 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.

# 1. 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

# 2. 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 requests for assistance.
- 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 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.

### 3. 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 second-hand uniforms are available for parents to acquire. Information on second hand 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. More information on supplier processes can be found in the '[School uniform supplier](#)' section of this policy.

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.

## 4. Branded items

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

Required - jumper/cardigan and red polo shirt

Optional – PE Hoodie

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 alternatives 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.

Generic unbranded items worn by pupils will still need to 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.

## 5. 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

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.

The school will implement a gender-neutral uniform, meaning that 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. Transgender pupils will be supported to access the uniform that best reflects their gender expression.

## **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.

## 6. 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.

## 7. School uniform supplier

The school's current school uniform supplier is:

- **Name of supplier**-Coniston Corporate Embroidery UK Ltd
- **Address of supplier**-The Squash Courts, Coniston LA21 8AE
- **Tel: phone number**-015394 41360

There is a link to Coniston's website on the school website in the school uniform section. The pre-owned link is also on the school website [www.ashfieldjuniorschool.co.uk](http://www.ashfieldjuniorschool.co.uk)

The school uniform supplier will accept school uniform assistance vouchers.

The governing board will ensure that a written contract is in place with the supplier for branded items. The school will tender the uniform contract as necessary, whether changes to the uniform are made or not.

The governing board will be able to demonstrate how uniform is procured at the best value for money. The headteacher will work to ensure that the items are procured as affordable as possible without compromising on the quality. Any savings negotiated with suppliers will be passed on to parents.

The school will not sign contracts with suppliers before requesting visualisations and samples of proposed uniform.

## 8. 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.

## 9. Template documents

We will use the DfE's '[Procuring uniform supplies](#)' template documents to ensure that we undergo the procurement process correctly. The templates consist of an invitation to tender, a request for quotation, and a pricing schedule.

We will use the invitation to tender template to ask questions of suppliers. We 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.

## 10. Uniform assistance

For parents to claim school uniform assistance, their children should be eligible for **Free School Meals (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** online. If assistance is required from office staff, this will be available.

The school will hold second-hand school uniforms in the **school office** for parents to access; information on accessing second-hand 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.

## 11. 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.

Parents will be notified of pupils' breaches of school uniform in all cases and a solution will be discussed and agreed.

## 12. 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 sweatshirt or navy cardigan	Required	With or without school logo on right-hand side	Branded sweatshirt and cardigan available from school supplier or second-hand from school office. Navy sweatshirt or cardigan can be bought from regular retailers.	Sweatshirt – from £9.50 Cardigan – from £11.10
Red polo shirt	Required	With or without branding	Available from school supplier, second-hand from school office, and from regular retailers	Branded polo from £8.00 Pre owned polo £1
Blue fleece	Optional	With or without branding	Available from school supplier	From £14.25

Grey, black or navy trousers or knee-length skirt	Required	No branding	Available second hand from school office or regular regular retailers	From £1
Sensible, plain black shoes or trainers	Required	No branding, flashes, stripes or patterns of colour	Available from regular retailers	N/A
<b>PE kit</b>				
Plain white t-shirt	Required	Optional school logo on right-hand side	Available from school supplier or regular retailer	From £4.50
Plain navy shorts	Required	Optional school logo on right-hand side	Available from school supplier or regular retailer	From £5.15
Red hoodie	Optional	With or without school logo on right-hand side	Available from school supplier, second hand from school office or regular retailer	From £12.50
Fit-for-purpose footwear ie. plimsolls or trainers	Required	No branding	Available from regular retailers	N/A

Pupils who are wearing skirts will also be required to wear black/navy/grey tights or leggings. All jeans will not be permitted.

The school will not consider high heels or open toed sandals as suitable school shoes.

Parents are responsible for ensuring their child wears their PE kit to school on allocated PE days.

### **Jewellery**

The school rules on jewellery are as follows:

- **One pair of stud earrings may be worn - no other piercings are permitted.**
- **A smart and sensible wristwatch may be worn.**
- **Earrings MUST BE REMOVED for all PE lessons - children should be able to removed studs themselves or arrive to school without them**

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.

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:

- **Makeup is NOT permitted**
- **False nails and nail extensions are NOT permitted**
- **Only clear nail varnish may be worn**
- **Temporary tattoos are NOT permitted**

Pupils wearing makeup will be required to remove it.

## **13. Adverse weather**

All pupils will be advised to wear weather-appropriate clothing.

For hot temperatures, this includes wearing:

- **Tops that cover the shoulder area.**
- **Sunscreen advised. caps are optional.**

Pupils will be advised not to wear jumpers during heatwaves. Shorts are advised for PE lessons. If outside during break times, pupils not wearing sun-safe clothing will be advised to stay in an area protected from the sun.

For cold temperatures, this includes wearing:

- **Scarfs, gloves, coats and hats when outside.**
- **Warm jumpers.**
- **Trousers, or skirts and thick tights.**

## 14. Labelling and lost property

Parents MUST ensure that all pupils' clothing and footwear is clearly labelled with their name and year group. Please let us know if you need help with this.

Any lost clothing will be placed in a lost property box in each year groups cloakrooms. All lost property will be retained for **one month** and will be disposed of if it is not collected within this time.

## 15. 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.

## 16. 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 **April 2027**.

Any subsequent changes to this policy will be communicated to all staff, pupils, parents and other relevant stakeholders and will be uploaded onto the school website.