

## **Student Uniform and Appearance Policy**

### **Purpose of our School Uniform and Appearance Policy**

The Department for Education (DfE) makes it clear that it is 'up to each school to set its own uniform policy' (DfE, November 2014). The purpose of our school uniform is:

1. To show that students are part of our organisation. Wearing it says 'we're all in this together'
2. To instil a sense of pride and to promote respect, so that students buy into our core values of 'Excellence, Learning and Leadership'
3. To give students a sense of belonging. This is vitally important in our context as students are often only with us for a short period of time
4. To help students to prepare for when they leave school and may have to dress smartly or wear a uniform
5. To improve learning by reducing distraction, sharpening focus on schoolwork and making the classroom a more serious environment, allowing students to perform better academically

### **Context of our schools**

King Richard and St John's Schools exist for one reason; to serve the needs of secondary age children in British Forces Cyprus. We understand that service children may only be with us for a short period of time and for this reason we have ensured that our uniform is significantly cheaper than the UK average. We have also ensured that our uniform is befitting the climate in Cyprus. We no longer have summer/winter uniforms. It is up to parents/students which items from the agreed list they wear throughout the year. Our only stipulation is that the items chosen are from the agreed list (below) and are worn appropriately.

The Children's Society recently published a report (The Wrong Blazer; a time for action on school uniform costs, 2015) that shows the average cost of a state secondary school uniform in England is £316 per year. Not including our PE kit (which is due to change ready for September 2016), the average cost of our new uniform is approximately €160. At current exchange rates (May 2015), that is only £115. We have been able to ensure prices are low as we use a mix of best value UK suppliers and Cypriot manufacturers. We welcome feedback on issues relating to quality, cut, fit and material as we have a significant element of control over these due to the relationship we have with our manufacturer.

### **Purchasing our school uniform**

Almost all items of uniform can be purchased directly from school. Order forms and sizing samples are available from both school receptions. Branded items are also available from the Reprographics centre at King Richard School.

Non-branded items can be sourced both in Cyprus or the UK by parents. For example trousers, shorts, shoes etc. However, before purchasing any items, please familiarise yourself with the rules for each item (below). In the past, parents have purchased items that are not suitable or not

compliant and then have been unable to return them to UK suppliers. We wish to avoid this situation and we hope that this new policy offers total clarity regarding our expectations. If in doubt, please contact the school.

### **Uniform expectations for students in Years 7-11**

We expect all students to be smartly dressed in our agreed school uniform whilst at school and travelling to and from school. Students are expected to follow the uniform policy and if they do not comply with the policy they will be spoken to by staff. If the problem is not immediately rectified a number of options could be used:

1. The School could contact parents and ask them to bring in a suitable item of uniform.
2. The students' parents could be contacted and asked to take the student home to get changed and returned to school (this does not count as a fixed-term exclusion).
3. The students could be isolated from the student population until the uniform infringement is rectified.
4. After School or break time detentions could be set for persistent or one off infringements.
5. An item of uniform can sometimes be lent to students from the 'loan' uniform held by the school.
6. If problems persist, a student could be placed on 'Uniform Report' which would be checked every day by a member of Pastoral or Senior Staff and immediate detentions set for non-compliance.
7. If problems persist, a student could be placed on 'loss of free time' which means they would spend their break times with a member of staff rather than with the student population.
8. The Department for Education (DfE) states that, "The head teacher can discipline your child for not wearing the school uniform. Your child can be suspended or expelled if they repeatedly ignore the uniform rules." (DfE, November 2014). It is very uncommon for uniform related issues to get to this stage and we would strive to work with parents to avoid this course of action if at all possible.

We will fairly and robustly enforce our uniform policy for the reasons clearly laid out at the start of this policy. Tutors, teachers, pastoral leaders and Senior staff will routinely check the standard of school uniform; this should not come as a shock when it happens. However, if there are medical or welfare reasons why certain items of uniform cannot be worn, please contact the school to inform us quickly.

All items of uniform should be clean and in a good state of repair.

### **Specific Requirements**

<b>Name of item</b>	<b>Colour</b>	<b>Available from</b>	<b>Notes</b>
T-Shirt with logo	White	School	Only white T-shirts with the school logo and pocket are allowed. These can be worn outside or tucked into trousers/shorts etc
Jumper with logo	Grey	School	Only the school jumper with logo is allowed

Cardigan with logo	Grey	School	Only the school cardigan with logo is allowed
Fleece with logo	Dark red/Green*	School	Only the school fleece with logo is allowed. This should ONLY be worn as a coat OVER a cardigan or jumper, never instead of a cardigan or jumper. It should be removed during lessons
Hoodie with logo <b>Only Year 10/11</b>	Dark red/Green*	School	Only the school hoodie with logo is allowed. This should ONLY be worn as a coat OVER a cardigan or jumper, never instead of a cardigan or jumper. It should be removed during lessons. Not worn under a Blazer
Blazer	Dark red/Green*	School	The blazer must have the correct school logo/badge on the breast pocket
Shorts	Beige/stone(regulation colour only – check with school if you are unsure)	School or a small number of UK suppliers	Must be regulation colour, length (just above the knee) and style. No combat/cargo style shorts allowed and not hanging below the waist.
Shoes/Pumps	Black	School or UK/Cypriot suppliers	Black, leather sensible school shoes or canvas pumps. Neither should have any logos or colours other than black including the side trim  No other shoes/trainers/boots are allowed
Socks	Black/grey/ white	Suppliers in UK or Cyprus	Black, grey or white totally plain socks

Trousers	Grey	School, UK, Cypriot or suppliers	These must be tailored, traditional school trousers in regulation grey only. No skinny fit, denim type, 'jeans cut' or 'fashion' trousers are allowed, not hanging below the waist. The School's interpretation is final
Skirts (girls only)	School Tartan	School	Skirts only from the School or approved suppliers are allowed. They should not be shortened or rolled up. They should be no shorter than 2" above the knee
School Bag			Currently, we ask that students have a sensible, safe school bag/ruck sack that is large enough to hold schools books/folders.  It is our intention to offer a value to money school ruck sack as an alternative in the near future. Price TBC
PE Kit <b>KING RICHARD SCHOOL</b>	House PE shirt (Apollo or Poseidon) Black sports shorts White sports socks  <u>Swimming Kit</u> Boys – Swim trunks or shorts <b>MUST</b> be above knee length.  Girls – One piece swimming costume.	PE shirt from school. Black sports shorts from school  Suppliers in UK or Cyprus	Towel or shower <b>CLEAN</b> training shoes (NOT plimsolls). Football/astro turf boots and shin pads are advised for football and hockey  Towel, plastic bag, (goggles / hat optional)  Ensure that <b>ALL</b> items of your PE / Swimming kit are <b>CLEARLY</b> labelled

\*There are some variations in colour between King Richard and St John's Schools. It should be noted however, that if a student transfers between the two schools, they can continue to wear the same uniform until a time that items need to be replaced.

#### **Not allowed:**

- Piercings other than ear lobes; ear spacers/stretchers, spikes, nose or bellybutton studs or hoops.
- Bracelets or wristbands. The only charity wrist bands allowed currently are: Poppy Appeal, Armed Forces Day and Help for Heroes - maximum of one per charity. If a student or parent feels that there is another charity that should be added to the approved list; please write to the Executive Principal stating your case.
- Coloured acrylic/coloured nail gel or nail polish/artificial nails/false eyelashes.
- For students in KS3 no makeup should be worn at all.
- Trainers with clearly visible logos must not be worn to school.
- Coloured or patterned socks.
- Any type of necklace.
- Any shoes or pumps with logos or variation in colour.
- Students should not wear headphones around the school site.
- Mobile phones should not be seen in school. If students have them in their bags, they should be switched off. They should only be seen in lessons as a learning tool.
- Dyed Hair in any colour other than natural/subtle shades.

#### **Allowed:**

- A watch.
- Belts, if worn should be plain black and threaded through the loops of the trousers/shorts.
- A single, small stud or sleeper in each ear.
- Girls in KS4/5 may wear a modest amount of make-up comprising of subtle shades of foundation-type make-up. Any make up that is deemed by school staff to be more excessive will have to be removed. Girls should wear no coloured lipstick.
- A hat/cap worn while walking to school is a very sensible idea. However, they should be removed when in school and kept in school bags/lockers. Ample shaded areas are provided for break times.

#### **KS5 Dress expectations**

Students in our 6<sup>th</sup> Form have chosen to continue their study with us and therefore, by default, agree to our 6<sup>th</sup> Form Dress expectations. If students do not adhere to these expectations, they will be asked to return home to change, or parents will be asked to bring in a change of clothes. If problems persist, we will use the same measures as listed above for KS3/4 students.

**The overall guiding principle is; dress and appearance should be appropriate for a work/business environment.**

Students can, if they choose, wear a '6<sup>th</sup> Form School branded' hoodie or polo shirt. These are available to buy at a very reasonable cost from the school office.

#### Male students

- Trousers/chinos(no jogging bottoms)
- Collared shirt or polo shirt
- Tailored shorts (summer only)
- Shoes, pumps or sandals (must have a support at the heel). No flip-flops or trainers
- No beach wear

#### Female students

- Trousers (no leggings/jogging bottoms)
- Skirt/dress (no shorter than 2" above the knee)
- Shorts (in the summer), no shorter than 2" above the knee
- Smart top, blouse, shirt, polo shirt. No beach wear, strappy tops or strapless tops
- Shoes, pumps or sandals (must have a support at the heel). No flip-flops or trainers

#### All 6<sup>th</sup> Form students

- No extremes of fashion
- No obtrusive or offensive logos/slogans
- No visible piercings other than one pair of earrings. (studs or small hoops)
- Students should not wear headphones while walking around the school site

*Parents are encouraged, when leaving Cyprus, to donate any unwanted school uniform to the thrift shops on camp.*

*In all matters relating to uniform, it is the school's decision as to what is and is not appropriate. We reserve the right to amend this policy in light of new fashion trends/issues.*

*The Acting Principal may grant exceptions to any of the above, but only where this is required as a matter of sincere religious observance or strict medical advice and where this can be substantiated by a letter from the leader of the relevant religious community or medical practitioner.*

#### **Linked documents:**

- Uniform Price List/order form
- Uniform Catalogue

To be reviewed October 2017