



# KNOLE ACADEMY

## Policy Document

# UNIFORM POLICY

MAY 2024

Unique Reference Number (URN):	136128
Approved By:	Full Governing Body
Policy Type:	Statutory
Adopted On:	May 2024
Date of Next Review:	May 2026
Review Period:	Bi-Annually



## PREFACE

### SAFEGUARDING:

The safeguarding of children and young people underpins the work of the academy and must be adhered to as a prime responsibility.

### EQUALITY:

Knole Academy is committed to providing all staff, students, parents, visitors and members of the wider community using the sites with equality of opportunity regardless of their age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. All policies are screened for their impact on equality and issues are addressed if they arise. Knole Academy will provide special consideration on an individual basis if anyone is considered to have a specific special need. Any parent who feels that their child has such a need should contact the relevant Pastoral Leader in the first instance to explain their concerns.

This policy, and its associated procedures and protocols, is based on these key principles.



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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 request changes to swimwear for religious reasons
- 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 Mrs Sarah Barnes 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 and 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 limiting uniform requiring the Knole academy 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 ironed 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

#### **KNOLE ACADEMY UNIFORM YEARS 7-11**

All students have the right to wear either the trouser or dress uniform. A combination of the two uniforms is not permitted.

#### *Knole Academy Uniform (Summer 2024 update)*

##### **Trouser Uniform:**

- Black Knole Academy logo Jacket
- Black Knole Academy logo trousers
- Black or charcoal grey socks
- Black, fine knit V-neck jumper (optional)
- House tie
- White button up shirt (all students need to wear their house tie if they're wearing this type of shirt)

##### **Dress uniform:**

- Black Knole Academy logo Jacket
- Black, fine knit V-neck jumper (optional)
- White button up shirt (all students need to wear their house tie if they're wearing this type of shirt) or;
- White revere blouse any sleeve length (no tie required)
- Black Knole Academy logo skirt
- Black/flesh-coloured tights or;
- White or black ankle socks

##### **For either uniform:**

- Black leather shoes or;
- Black Nike Air Force One trainers (or Air Force One style) with the chrome tag removed are the only trainers permitted
- Small, plain stud earrings (pair or single), worn in the lower earlobe





### PE Kit Compulsory

- School PE Polo Shirt
- Black Skort or Shorts (no logo)
- Trainers with non-marking soles
- White Socks
- Gum Shield and Shin Pads
- Long Black Sport Socks

### PE Kit optional

- Tracksuit Top
- School Tracksuit Top
- School Tracksuit Bottoms
- School Rugby Top
- Plain Black Long Sleeve Skin
- Plain Black Sports Leggings/Skin

### **KNOLE ACADEMY DRESS CODE**

- Students are expected to be neat and clean at all times.
- Full school uniform must be worn to and from school
- No jewellery may be worn other than a watch and small, plain stud earrings (pair or single), worn in the lower earlobe
- No make-up should be worn
- Nail varnish, false or acrylic nails are not permitted
- Eyelashes must be natural-looking and discrete, whether real or false
- Hair should be a natural colour, no shorter than a number 3 cut and of a natural style
- No hair accessories other than a black hair band for tying back hair is allowed
- Shoes must be plain black low-heeled leather or leather-look and no higher than the ankle bone. Plimsolls or plimsoll-style shoes in any material are not permitted
- Black Nike Air Force 1 trainers (or Air Force 1 style) with the chrome tag removed are the only trainers permitted.
- Shirts must be tucked in and blazers worn at all times
- Only badges presented by the school can be worn Hoodies are not permitted at any time
- Outdoor coats should go into the locker on arrival at school but may be worn when outside at lunch time in cold weather



- Socks and tights must be plain, in good condition and not worn together
- Skirts must not be rolled up

**The dress code is under constant review and may be altered at the discretion of the Headteacher**

### **KNOLE ACADEMY SIXTH FORM DRESS CODE**

First impressions are very important. Knole Academy's Sixth Form dress code offers students flexibility of personal choice within a framework which upholds the professional standards expected in a focused working environment.

We encourage smart, stylish dress which promotes self-confidence, commitment and pride, setting a positive example to younger learners. Students enter the sixth form to study and achieve their goals, participating in academy life and the wider community.

Their choice of dress should reflect this. The following list is not exhaustive but should offer a clear set of guidelines to follow.

#### **Trouser uniform**

- Smart, tailored trousers
- A smart, tailored suit jacket
- A smart cardigan or jumper may be worn under a jacket in cooler weather
- A smart shirt with tie
- Leather, smart shoes.

#### **Dress Uniform**

- Smart, tailored trousers or a smart skirt or dress
- A smart top which covers the shoulders and does not show the midriff or cleavage
- A smart cardigan or jumper may be worn in cooler weather
- A blazer is optional but encouraged
- Smart shoes with a heel of a sensible height

In addition to the above, the following points should be adhered to:

- Outdoor coats should be smart and should not be worn once inside academy buildings
- Denim is not allowed
- Jewellery and make up should be minimal and discreet





- A high standard of personal presentation is expected at all times
- ID cards should be worn at all times

Students studying Hairdressing are required to wear an official tunic, smart black trousers or skirt of a suitable length and flat black, closed toe shoes during practical sessions and should follow the standard dress code at all other times.

If in doubt the Deputy Headteacher in charge of Sixth Form should be contacted prior to any purchase to confirm the suitability of any items. Knole Academy reserves the right to decide what is considered appropriate. Should the dress code not be followed then students may be asked to stay in isolation with their tutor or to go home and change.

## 4.2 WHERE TO PURCHASE

All uniform can be purchased through Price and Buckland <https://www.pbuniformonline.co.uk/knoleacademy>

Knole Academy asks parents to donate servicable items of uniform so they can be redistributed to families in financial hardship.



## 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 Mrs Sarah Barnes 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 Mrs Sarah Barnes 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 the school's behaviour policy.

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:


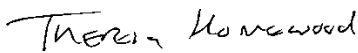
- Is appropriate for our school's context
- Is implemented fairly across the school
- Takes into account the views of parents and pupils
- Offers a uniform that is appropriate, practical and safe for all pupils

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 bi-annually by the Headteacher. At every review, it will be approved by teaching and learning committee.

APPROVED	By the Teaching & Learning Committee on 03.05.24 Ratified by the Full Governing Body on 26.06.24		
REVIEW DATE	May 2026		
SIGNED HEADTEACHER		PRINT NAME	Mr D Collins
SIGNED CHAIR OF GOVERNORS		PRINT NAME	Miss T Homewood

## 7. LINKS TO OTHER POLICIES

This policy is linked to our:

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