



## KINGS NORTON GIRLS' SCHOOL

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# Uniform and Appearance Policy: Students in Years 7-11

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<b>Author:</b>	DGU

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### 1.0 Rationale

Kings Norton Girls' School believes that a clear uniform policy plays a valuable role in contributing to the school's respectful ethos and supports an environment where students and staff feel safe, respected and valued by other members of the learning community and are free from fear, bullying and harassment.

Wearing our uniform and having the same appearance expectations allows pupils to feel a sense of identity and belonging to our KNGS community, wearing our uniform with pride is a start to being respectful. Having the same uniform and appearance encourages learning through reducing distractions and allowing the focus to be on learning. Importantly having the same community identity eliminates peer pressure and the worry about what you look like allowing every student to flourish.

### 2.0 Purpose

We expect all who attend Kings Norton Girls' School to have a high standard of appearance whilst wearing school uniform whether inside or outside of school.

This policy's purpose is to provide clear guidance to students, staff, parents/carers and other stakeholders about the expectations of the School with regard to uniform and appearance and the strategies used to maintain a high standard at all times.

### 3.0 Practice

#### 3.1 At Kings Norton Girls' School we are committed to:

- Promoting good standards of appearance at all times.

- Promoting self-esteem, self-discipline, correct regard for authority and positive relationships based upon mutual respect.
- Ensuring equality and fairness for all.

### **3.2 Support for students and families to improve uniform and appearance**

- The school will work where necessary with parents/carers to ensure high standards of uniform are maintained. This may include where students are presenting themselves inappropriately, in such cases parental/carer contact will then be made to ensure the correct uniform is worn at all times. If the uniform concern is a result of financial hardship, the school may be contacted for further information.

### **3.3 Roles and Responsibilities**

- All staff are responsible for ensuring the policy is followed.
- Tutors have a specific responsibility for checking uniform as part of their daily norms and routines .
- School staff, including teaching and support staff, are responsible for ensuring that the policy and procedures are followed and consistently and fairly applied. Staff have a key role in advising the Headteacher on the effectiveness of the policy and procedures.
- Parents/carers are responsible for ensuring that their child wears the correct uniform inside and outside of school and that they support the school in upholding the standards of personal appearance outlined in Appendix 2.
- The school encourages parents/carers to work in partnership to assist in maintaining high standards of desired uniform and appearance and to actively raise with the School any issues in relation to the operation of the policy.
- Parents/carers are responsible for collecting any confiscated items from school.
- Students are expected to take full responsibility for their own appearance and will be made fully aware of the School policy, procedures and expectations.

### **3.4 Breaches in uniform and appearance**

- It is important the correct uniform is worn and appearance upheld at all times to comply with our ethos
- Kings Norton Girls' School will use a variety of methods including all sanctions at the school's disposal up to and including permanent exclusion, to enable the effective implementation of this policy.
- A student will be expected to change into a temporary item supplied by the school if available, and hand in their inappropriate item.
- Inappropriate jewellery, hairbands, shoes etc, will be confiscated and stored by the pastoral team, before being returned at the end of the day. Students will be asked to remove make up immediately, including false eyelashes.
- A student may be sent home to change into correct uniform if necessary and expected to return promptly. Parents/carers will be notified.
- In exceptional circumstances such as repeat offences, failure to follow instructions or failure to rectify breaches of this uniform policy, students may be excluded.

### **4.0 Religion and beliefs**

Some religions and beliefs may require their adherents to conform to a particular dress code or to otherwise outwardly manifest their belief. This could include wearing or carrying specific religious artefacts (e.g. Kara bracelets), not cutting their hair, dressing modestly, or covering their head. For items not covered in the policy parents/carers can contact the school for additional clarity.

- As a school, we encourage pupils to wear their 'articles of faith' (as specified by an appropriate religious authority). The school ethos is designed to:
- Encourage and value the religious practices of pupils and staff whilst ensuring the health and safety, and wellbeing of all pupils and staff.

- Support the practice of religious understanding and harmony within schools serving diverse religious and ethnic communities.
- Meet the requirements of the law and government guidance on the wearing of the Sikh articles of faith in the workplace and public spaces (such as Equalities legislation, Health and Safety practices and school policies).
- If your child is an *Amritdhari* (initiated) Sikh, and intends to wear the Kirpan please:
  - inform us by completing the 'Article of Faith' form
  - be guided that, a *Kirpan* should be worn under the shirt or blouse.
- During PE lessons the kirpan should be secured in a padded sports belt. The student's kirpan should kindly be removed by the pupil and placed in a specifically designed kirpan box provided by the school and left with staff in a predesignated space. We appreciate that it will be important that the sanctity of the kirpan is maintained in doing so.
- During P.E times and during any other physical activity, the Kara (steel bracelet) should be covered with a sweatband.

## 5.0 Monitoring and Review:

The policy and its effective implementation will be monitored and reviewed as follows.

- The Deputy Headteacher (Students) with members of the Senior Leadership Team will monitor the effectiveness of the policy, through staff feedback and logs.
- Students, including the Equality and Diversity group will contribute to regular review through the Senior Leadership Team.
- Parents/carers will contribute to reviews through surveys completed at consultation evenings.

## 6.0 Cost and Availability

KNGS ensures that the School Uniform Policy does not discourage parents/carers from applying for a place for their child. The school is committed to meeting the DfE's recommendations on costs and value for money.

Every care is taken to ensure that our uniform is affordable for all current and prospective students, and that the best value for money is secured through having more than one reputable supplier and that the school does not enter into exclusive single supplier contracts or cash-back arrangements.

Some of our uniform is available from high street shops and other retail outlets.

From December 2022, school badges (branded items) are only required on school jumpers and PE fleeces. All badges from this date will be blue to keep the cost down. Current students can continue to wear their existing uniform.

The school does not amend uniform requirements regularly and reflects on the impact on parents/carers and students when considering changes to school uniform. Where changes are required, the school would ensure that assistance is provided to parents/carers struggling to meet the associated costs.

## 7.0 Other Relevant School Documents:

Behaviour for Learning policy.

Safeguarding and Child Protection Policy.


Equal Opportunities Policy.

Staff code of conduct.

DFE September 2013 - Non-statutory guidance School uniform - Guidance for governing bodies, school leaders, school staff and local authorities. **Uniform Policy - Appendix 1 (KNGS School Uniform)**

Kings Norton Girls' School expects its students to follow the uniform policy and we ask that any purchase of school wear which may be made adheres to this policy. From December 2022, school badges are only required on school jumpers and PE fleeces. All badges from this date will be blue, they do not need to represent house colours.

## Appendix 1: Uniform Requirements

Uniform Item	Alternative high street (non-branded) items available
<p><b>Blouse for Years 7 – 10</b> Short or long-sleeved blouse with reverse collar (preferred) and open necked in plain (school) pale blue.</p>  <p>Image shows preferred reverse collar</p> <p><b>Polo shirt for Y11</b> A white polo shirt instead of the blouse or a white long-sleeved shirt.</p>	<p>Yes (unisex shirt in pale blue)</p> <p>Yes</p>
<p><b>Skirt for Year 7 – 10</b> Navy blue with all round pleats or a back vent. A material containing a polyester and viscose mix has been selected. Tight fitted, short and/or lycra skirts are <b>NOT</b> allowed. Skirt should be no more than 5cm above the knee.</p> <p><b>Skirt for Year 11</b> As above but can be black.</p>	<p>Yes (length must be knee length and correct style, no more than 5 cm above the knee)</p>
<p><b>Trousers</b> Navy blue loosely hanging <b>tailored</b> trousers. Unisex style trousers are acceptable. Tight fitted trousers are <b>not</b> allowed.</p>	<p>Yes (plain non-decorative)</p>
<p><b>Jumper Year 7 – 10</b> KNGS V-neck sweatshirt in navy blue with our school logo.</p> <p><b>Sweatshirt Year 11</b> Round necked sweatshirt with the school logo in the chosen colour for that academic year. <b>Prefect jumpers</b> as above in black or grey.</p>	<p>No (the school may have some second-hand to donate)</p>
<p><b>Socks and tights</b> Socks: White or black. Tights: Black <i>Please note, socks and tights are not permitted to be worn at the same time however, black, below ankle trainer socks can be worn over tights, as long as they are not visible.</i></p>	<p>Yes</p>
<p><b>Coats</b> The PE fleece (described below) may be worn as a coat and is allowed to be worn indoors. Other coats can be worn to and from school but must be kept in lockers or removed once inside the building.</p>	<p>See PE fleece below</p>
<p><b>Shoes</b> Smart shoes (not trainer or trainer style). Shoes must be plain (no patterns), black in colour (leather style) and low-heeled with preferably non-slip soles.</p> <p>Trainers, canvas shoes, pumps, shoes with logos, writing, large bows, decoration, stripes or sportswear of any description are <b>not</b> allowed to be worn.</p>	<p>Yes</p>

## Examples of acceptable footwear



PE uniform items	Alternative high street (non-branded) items available
Pale blue polo shirt (with optional school badge). Full length arms are acceptable (not available with a school badge).	Yes without school badge
Navy blue fleece <b>with school badge</b>	No, this must be a branded item
Navy blue or black waterproof jacket.	Yes
Navy blue jogging bottoms or plain black leggings	Yes
Navy blue shorts/skirts (optional)	Yes
Plain white/blue/black sports socks	Yes
White soled trainers (non-marking)	Yes
Navy football socks (years 7 – 9 only)	Yes
Football boots (years 7 – 9 only). Parents/carers will be informed when these are needed)	Yes
Shin pads (years 7 – 9)	Yes

## Stockists

- Midland Schoolwear, 1160 Warwick Road, Acocks Green, Birmingham, B27 6BP
- Kids Essential, 762 Bristol Road South, Northfield, Birmingham B31 2NN.
- Clive Mark Schoolwear, 38 Poplar Road, Kings Heath, Birmingham, B14 7AD

## Appendix 2: Appearance

**KNGS Appearance Expectations: A high standard of personal appearance is expected of all students at all times**

### **Non-uniform days**

- Sometimes for charity events, special events or certain trips, students are allowed to wear non-uniform.
- Students must wear smart and appropriate clothes; revealing clothes, including crop tops will not be allowed.

### **Jewellery and accessories**

- With the exception of PE and some practical lessons, students may wear a flat signet ring, a single bracelet, wrist watch and ONE small plain stud in each ear (all non-hazardous).
- Other piercings are NOT permitted. If a student has a nose piercing a small, clear plastic retainer is permitted. These are not permitted for any other facial piercing and will be expected to be removed.
- One item of discreet devotional jewellery is allowed but it must be worn under the uniform (please see exceptions in the section on religion and beliefs).
- One discreet necklace is allowed but should be worn under the blouse
- All items of jewellery that might compromise health and safety for practical lessons such as PE must be removed as instructed by staff. They remain the responsibility of the individual student.

### **Make-up**

- Years 7- 9 pupils are **not** allowed to wear any form of make-up.
- Years 10-11 Pupils Discreet foundation only, at discretion of the school
- No nail varnish
- No forms of false nails or eyelashes.

### **Hair**

Hair colour must be natural and style must be appropriate (at discretion of the school) for school (no unnatural highlights or multi tone colouring).

### **Hair bands, clips and head scarves**

- Hair bands must be plain blue or black.
- Hair clips must be natural, metallic or blue/black.
- Religious headscarves (e.g. Hijabs) must be blue or black; with only plain slide clips are permitted, pins should not be used.
- Metal/large hair beads must not be use (for safety reasons).

### Appendix 3: Kirpan Declaration

Wearing of the Sikh Kirpan

**Name of Student:**

**Form:**

This student has declared that they wear a Sikh Kirpan to school. 'A Kirpan is a religious item worn by Sikhs once they have been baptised or initiated, it resembles a knife or sword and reminds the bearer of Sikhs' duty to protect the weak and promote justice for all.' It is worn with the 5 Ks of the Sikh faith.

In consultation with (name / position) \_\_\_\_\_ . The above confirms that the Kirpan worn:

- is not more than 6 inches in length (including both the blade and handle) and the blade should not exceed 3 inches in length
  - is sheathed and enclosed in secured padding
  - is sewn up and restrained with a cord so it cannot be withdrawn
  - is worn under clothes and is not visible
- During PE lessons the kirpan should be secured in a padded sports belt or the students kirpan should kindly be removed by the students and placed in a specifically designed kirpan box provided by the school and left with staff in a predesignated space. We appreciate that it will be important that the sanctity of the kirpan is maintained in doing so.

Name \_\_\_\_\_

Name \_\_\_\_\_

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Position \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

#### **Guidelines**

Offensive Weapons Act 1996, under Section 4, subsection (4)

It is an offence to have a blade or offensive weapon on school premises. However, if you can prove that the blade or weapon is for religious reasons, this would count as a defence.

<http://www.legislation.gov.uk/ukpga/1996/26/section/4> (date accessed 27/9/19)

<https://www.equalityhumanrights.com/en/advice-and-guidance/religion-or-belief-discrimination> (date accessed 27/9/19)