



**South East Cornwall Multi Academy Regional Trust**

# **Student Uniform and Appearance Policy (Looe Community Academy)**

**This is a Trust wide adopted policy – individual schools will populate the policy with specific details - please visit the individual school website.**

<b>Date</b>	<b>Changes</b>
19/09/24	Draft 1 of template to be adopted by Trust schools
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14/09/25	Reviewed by Paul Boyes, Headteacher
16/09/25	Reviewed by Ed Gilbert, Assistant Head

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**Links to other relevant policies:** Safeguarding Policy, Relationships and Behaviour Policy

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## Introduction

This policy has been put in place to ensure that the School's requirements for student uniform and appearance are aligned with the revised Department for Education Guidance (Statutory and Non-Statutory 2021). This policy complies with the Human Rights Act 1998 and Equality Act 2010 and takes into account key considerations such as safeguarding and health and safety.

Our governing body decides what the school rules are for student appearance (including uniform) and how the uniform should be sourced. We believe that our rules on uniform and appearance have a key role in promoting:

- The ethos of the school.
- A sense of belonging, community and identity.
- An appropriate tone for education.

We believe that a consistent standard of appearance and uniform may act as a social leveller by creating a common sense of identity amongst students. It may reduce bullying and peer pressure to wear the latest fashion or other expensive clothes.

In reviewing and implementing this policy, Governors will take into account the views of parents and students when making any significant changes. Governors will also take into account:

- how the rules on uniform and appearance may affect groups represented in the school, especially those who share relevant protected characteristics (sex, religion or belief, race, disability, gender reassignment, pregnancy).
- how comfortable the uniform will be for students.
- how practical the uniform is in classroom settings, including those where practical work is required.
- that reasonable adaptations will be made for extreme weather (hot or cold).
- that the uniform is suitable for students who walk or cycle to school.
- that a PE kit must be practical, comfortable and appropriate to the activities and affordable.
- that the cost of the uniform does not place an unreasonable financial burden on families and would not, for example, prevent a child from a low-income family from attending the school.
- where reasonable and as far as possible, the environmental impact of the production and supply of uniform.

The school's expectations for uniform and appearance are therefore intended to be inclusive so that all students are able to wear the uniform and have the appropriate appearance.

## Religion or Beliefs

Some religions or beliefs require conformance to a particular dress code; this could include wearing or carrying specific religious artefacts; not cutting hair; dressing modestly or covering their head. Students have a right to manifest a religion or belief, but not necessarily at all times, places or in a particular manner.

Where the school has good reason, it may lawfully need to restrict an individual's freedom regarding uniform and/or appearance. This may include, for example, the promotion of cohesion or good order, or genuine health and safety or for security reasons.

The school will act reasonably in accommodating the needs of different cultures, races and religions without compromising important school policies such as school discipline and safety.

## Discrimination

In developing and implementing this policy, the school has carefully considered its obligations not to discriminate unlawfully.

This policy ensures that no particular group (including those with protected characteristics) is impacted unfairly as far as is reasonably possible. In some circumstances, e.g. for students with a disability, the school will make reasonable individual adjustments to the uniform policy.

## Affordability

The cost of uniform should not prevent a family from applying for a place in our school or prevent a child from attending. The use of branded items within the School Uniform Policy has been kept to a minimum.

Secondhand uniform is available from the school. To find out more please contact school reception.

Uniform and rules on appearance will be reviewed every two years, and frequent significant changes will be avoided as these may be expensive for families. Where significant changes are made, these will be phased in to allow students to continue to wear the old uniform for a reasonable period of time. This includes students in Year 11, for whom the purchase of new uniform items in the later stages of the academic year may not be cost effective for families.

The requirement to wear branded items of uniform has been kept to a minimum within our Uniform Policy and is limited to long lasting items wherever possible e.g. School Blazer, School tie and some items of PE kit.

The majority of unbranded uniform items, e.g. trousers, skirts and shirts can be purchased from a range of retailers, giving parents choice and value for money.

All school uniform items should be available as machine washable.

Care should be taken to ensure items purchased from non-approved suppliers meet the school's uniform requirements.

## PE Kit

No student should be unable to participate in school sporting activities because of the cost of PE kit. Therefore, the use of branded items, and the range of different items of PE Kit in our Policy will be kept as low as possible.

## Uniform Suppliers

Governors will review the school's uniform suppliers at least every 5 years. In reviewing the suppliers, Governors will take into account the affordability of uniform as well as its quality and durability. The uniform supplier will be required to publish and operate their own complaint procedure in order to manage any parental concerns.

Governors will take into account the accessibility of the provider, ensuring parents can arrange convenient ordering, collection/delivery of school uniform items. This includes the availability of an online uniform shop.

## Hardship

Parents who are unable to afford school uniform for their child due to financial hardship should contact [jjones@looeca.net](mailto:jjones@looeca.net) for further details of the financial support available from the school's Hardship Fund. Applications from parents with children joining the school will be prioritised as the school recognises that the cost of a new set of school uniform places a higher financial burden on families than the cost of purchasing individual replacement items. Applications for hardship funds must be made prior to purchase and are at the discretion of the Headteacher, taking into account the availability of school funding to facilitate Hardship Funding requests.

Where available, the school will also offer clean, good condition secondhand uniform in the correct size as an alternative to financial support.

## Clarity

The school will ensure that its rules on uniform and appearance are clear and unambiguous and easily accessible to parents via the school website. This is to ensure that parents do not commit to buying costly uniform or, for example, costly hair styles or piercings, which are not acceptable to the school. The school will ensure that any 'optional' items of uniform are clearly designated as such and will minimise the use of 'optional' uniform items. The school will also ensure that branded items, or those which have to be purchased from a particular supplier, are clearly indicated. Parents with a query about uniform or appearance should contact the school to seek clarification of the rules prior to committing to purchase. The school will review the wording of the uniform and appearance rules in response to parental queries where it appears that the wording is unclear.

## **Student Non-Compliance**

All students are expected to comply with the school's rules on uniform and appearance. The school believes that all students should comply with these rules, and that non-compliance is unnecessarily disruptive to education. Students with incorrect uniform or appearance will be offered uniform to borrow from a stock held in school. Should they refuse to accept lent items they will be out of student circulation in Reset until the matter is resolved.

Confrontational behaviour by students and refusal to follow staff instructions in response to staff requests to correct uniform or appearance is unacceptable and will be managed under the school's Relationships & Behaviour Policy. Students may be disciplined for breaching the school rules on appearance or uniform, in line with the school's Relationships & Behaviour Policy.

Where financial hardship has resulted in a student not complying with the school's published rules on uniform or appearance, then the school will take a considerate approach to assist the student and family to resolve the situation.

Where the school has made individual adaptations to the rules on uniform or appearance in response to a child's individual needs, e.g. a disability, then the school will ensure that all staff are aware. This includes, wherever possible, supply and temporary staff. This is to minimise the occasions on which a student is challenged about their uniform or appearance.

## **Concerns and complaints**

In line with the Trust Complaint Procedure, parents with a concern about this policy or the implementation of the Uniform Policy, should first contact the school and seek to resolve this concern informally. Where an acceptable resolution cannot be agreed, parents should follow the Complaint Procedure, available on the school website. Hard copies of the Complaint Policy are available on request from the Headteachers' PA.

# Appendix 1

## Uniform and Appearance Policy

### *Introduction*

All students are expected to be in full school uniform whilst at school and on the way to or from school. Students are ambassadors of the school, expected to uphold our values and Code of Conduct. Students and parents/carers are encouraged to recognise that students who are in lessons in incorrect uniform can undermine the aims and objectives of our uniform policy. Therefore, staff will always take action to support students in meeting the school's expectations.

A complete list of the items included in the school uniform can be found [here](#) on the school's website.

### *Aims and Objectives*

Our school uniform is important to our school community. School uniform:

- promotes a sense of pride in our school.
- creates a feeling of community and belonging.
- is a symbol of equality.
- identifies students with our school.
- is practical and smart.
- is not distracting (as fashion clothes might be).
- is suitable for learning and good value for money.
- has been designed with health and safety in mind.

### *The Role of Parents/Carers*

Parents are expected to fully support the school's Uniform Policy and its implementation. Parental support is very much appreciated by our staff and Governors.

Please note: the school's interpretation of uniform standards as applied to any student, is final and parents are respectfully asked for their support in this.

### *The Role of Governors*

Governors ensure that the school uniform meets all national regulations regarding equal opportunities.

The governing body regularly reviews our Uniform Policy and delegates the implementation and management of the Uniform Policy to the Leadership team and the wider staff team.

### *Day to Day Management*

Issues regarding uniform will be addressed by the tutor in the first instance who will log any issues on Class Charts. The Head of Year (HOY) will become involved if the tutor cannot

resolve the issue. Should the matter require further escalation it will be the Assistant Headteacher (Pastoral & Behaviour/Culture) who would be responsible for any decisions or actions arising or the SLT directly responsible for the Year group.

### **Non-uniform days**

Non-uniform days are occasionally used to raise funds for charity/charitable causes. In these circumstances, standards of dress should:

- be safe and practical for school use.
- not promote unacceptable themes – drugs, violence, racism, etc.
- be appropriate for school and not revealing so that students can take a full and active role in learning.

### **Monitoring and review**

When monitoring this policy, the Leadership team will seek the views of students, staff, parents, and Governors.

Major changes to the uniform will involve consultation with students, staff, parents and the governing body. Our Uniform Policy is reviewed by the Leadership team every two years.

### **Supplementary Guidance**

All uniform items must be clean and in good order. A ripped or dirty uniform is not acceptable. For further information, clarification or questions about uniform please see the school's website by following this [link](#).

**HAIRSTYLES** – The school does not permit students to have 'extreme' haircuts or styles. This includes having hair dyed with colours outside the natural range of colours including more than one natural colour. Shaved lines or patterns are not acceptable in school. The final decision with regard to the definition of an extreme hairstyle is at the discretion of the Headteacher.

**JEWELLERY** – On health & safety grounds, we do not allow students to wear jewelry. The exceptions to this rule are one pair of stud earrings, small objects of religious significance, and a watch (Smart Watches are only to be used for telling the time while on the school site).

**BODY/FACIAL/TONGUE PIERCINGS** – These are not permitted, including tongue bars and nose piercings. Students will be asked to remove any such piercings. The school will work with parents, carers and students to address any violations of the uniform policy in a solution-focused way to ensure piercings are removed, covered for a limited agreed time and removed when in the school setting. Tattoos and body art are not permitted.

**MAKE UP** – We would prefer students not to wear make-up. However, if it is worn, it should be light and discreet. Nail varnish should not be worn in school. False or acrylic nails are not permitted in school. False eye lashes are not permitted in school.

**COATS/HATS/SCARVES** – No coats, hats or scarves are to be worn in classrooms.

**Year 11:** Each year, Year 11 have the opportunity (as of Nov 2025) to earn and wear their LCA branded Leavers Hoodie instead of the school blazer/jumper earlier in the year so long as students wear their school shirt and school tie underneath. Should they remove their hoodie, they will have their school shirt and tie on.

**T-SHIRTS** – No T-Shirts are to be visible under the school shirt. A plain white T-shirt may be worn.

**TIES** – Students wear a school tie.

**SCHOOL BAG** – Students should bring a suitable school bag to school. A suitable school bag would be a rucksack style bag. Pouches, plastic bags, drawstring bags or similar are not an acceptable form of school bag.

**SCHOOL CLOTHING, EQUIPMENT AND BAGS** – All school clothing, equipment and bags must be free of words, symbols or images which are inappropriate for school. This includes references to political groups, offensive slogans, swear words or references to drugs or alcohol.

As a visual guide, the following are examples of acceptable uniform. Please see the [school website](#) for more information.

## Uniform Suppliers

All items of Looe Community Academy uniform can be purchased from:

- [www.uniform-direct.com](http://www.uniform-direct.com).
- <https://www.swischoolwear.co.uk>