

# Old Basford School



## School Uniform Policy

### DOCUMENT ORIGINS

Organisation	Old Basford School	Version Date	Autumn Term 2025
Owner	Laura Duffin	Approved by (if applicable)	Governing Body
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### DOCUMENT VERSION HISTORY

Revision date	Author of changes	Summary of changes
Autumn Term 2025	Laura Duffin	Policy templated adopted from The National College and personalised to Old Basford School.

## Contents:

### Statement of intent

1. Legal framework
2. Roles and responsibilities
3. Cost principles
4. Equality principles
5. Complaints and challenges
6. School uniform supplier
7. Finding and consulting suppliers
8. Template documents
9. Uniform assistance
10. Non-compliance
11. School uniform
12. Adverse weather
13. Labelling and lost property
14. Monitoring and review

## Statement of intent

Old Basford 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, we have sought to:

- 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.

## 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 (2021) 'Cost of school uniforms'
- DfE (2021) 'School Admissions Code'
- DfE (2024) 'Developing school uniform policy''
- Equality and Human Rights Commission (2022) '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
- Tendering and Procurement Policy

### 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 and approving all eligible School Uniform Assistance Application Forms.

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 or amendment letter as appropriate, e.g. 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.

#### **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 school will seek to keep the use of branded items to a minimum.
- 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.
- Children in Care and Previously Looked After children.

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 not require parents to purchase additional uniform for the purpose of any extra-curricular activity. This may involve but is not limited to, extra-curricular activities such as sport, music, or drama. The school will keep branded uniform items to a minimal level that is reasonable for all members of the school community. The school defines a branded uniform item as any item of clothing that cannot be purchased at a range of retailers, e.g. supermarkets, due to the item's logo, colour, design, fabric or other unique element. Where the school requires an item of branded clothing, it will assess how prices can be kept as low as possible and put measures in place to facilitate this. This may include:

- Offering sew- or iron-on logo patches for jumpers that can be bought at non-specialist retailers, instead of requiring specific branded jumpers.
- Making donated second-hand uniform available for purchase at a lower price.

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.

### **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
- Pregnancy

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.

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 are 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:

- Ensuring the school uniform uses soft, stretchy fabrics and avoids intricate buttons or hard seams.
- Allowing variations to the standard uniform for pupils whose medical conditions may impact how they dress, e.g. pupils with casts who require loose-fitting clothing or pupils with hair loss-related conditions who wish to wear head coverings.

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.

### **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.

### **School uniform supplier**

The details for the school's current school uniform supplier can be found on the school website: [School Uniform Information | Old Basford School](#)

Our school uniform is available to buy from several places, please see the information below for more details:

1. To visit our online supplier 'My Clothing', just click on the link below which will take you to the Old Basford School uniform page.

<https://myclothing.com/collections/old-basford-school-16472>

Code: 10%myc2025

Expires: 31st December 2025

2. To visit our online supplier 'Just-schoolwear', just click on the link below which will take you to the Old Basford School uniform page.

<https://just-schoolwear.co.uk/product-category/old-basford-school>

Just-schoolwear have shops where you can try on uniform for sizing, unfortunately they do not sell uniform in the shops.

The shops are located in Long Eaton, Arnold and West Bridgford.

3. Old Basford School jumpers, cardigans and bags are available to purchase direct from the school office, please note this is cash only. Alternatively, you can order uniform from School using the order form below and pay in the Arbor app.

<https://forms.office.com/r/sRFidcQKPe>

### **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

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

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

### **Uniform assistance**

The school will support disadvantaged families with uniforms. Each school year, disadvantaged pupils will be issued with a school jumper/cardigan with the school logo. When first starting school, disadvantaged pupils are also entitled to a free school logo book bag.

The school will hold second-hand school uniforms for parents to access; information on accessing second-hand school uniforms will be made available on the school website: [School Uniform Information | Old Basford School](#)

Parents will be invited to donate their child's uniform when they no longer need it.

### **Non-compliance**

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.

## **Clothing**

### **School Uniform**

- Black or grey pinafore dress or skirt, with plain black or grey tights.
- Plain black or grey school trousers.
- A plain white blouse, shirt or polo shirt
- Plain black or grey school shorts of a suitable length.

- School summer dress, blue and white check. (White leggings may be worn to accompany this)
- Royal blue sweatshirt or cardigan with the school logo only
- Well fitted, flat black shoes or plain black unbranded trainers with black laces
- Suitable black boots may be worn in winter.
- During the summer, a suitable black or white canvas shoe or strong strapped sandal may be worn.
- One small pair of stud earring and any religious items are accepted – removed for PE days
- Small hair accessories in school colours royal blue, black or white.
- Religious headwear in school colours royal blue, black or white.

#### **PE Uniform (to be worn on designated PE days)**

- Plain white t-shirt,
- Plain black shorts (no sports logos)
- Plain black/white trainers
- Plain black joggers/leggings
- Plain black jumper/hoodie (no sports logos)

#### **No thank you to:**

- Hoop or dangly earrings
- UGG style boots
- Open toed sandals, flip flops, crocs or any other type of current fashionable footwear)
- Heeled shoes/boots
- Large hair accessories (bigger than a fist)
- Fashion trends such as make up, nail varnish, colour hair extensions, hair dye, tattoo transfers, fashion haircuts (this list is inclusive but not exhaustive)
- Coloured trainers
- Large branded/logo clothing

#### **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.**

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.

#### **Bags**

Pupils must use an appropriately sized waterproof bag to carry their reading book and diary and water bottle to school. 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, including hair extensions
- 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:

- False nails and nail extensions are not permitted
- Nail varnish is not permitted
- Temporary tattoos are not permitted

### **Adverse weather**

All pupils will be advised to wear weather-appropriate clothing. As a school, we do go outside in wet and cold weather and pupils should have clothing to allow this to happen safely.

School does provide spare wellies, water proof trousers and coats for pupils if needed.

### **Labelling and lost property**

Parents will be advised to ensure that all pupils' clothing and footwear is clearly labelled with their name.

Any lost clothing will be taken to the lost property box. All lost property will be retained for **a half term** and will be disposed of if it is not collected within this time.

### **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 **Autumn 2026**.

The school will engage with parents and pupils when reviewing this policy.

Any subsequent changes to this policy will be communicated to all staff, pupils, parents and other relevant stakeholders.