



**Westfield**  
School

# **Dress Code and Uniform Policy**

CSM Governors

This policy has been produced in conjunction with the latest guidance

**A ASHMORE**  
**AUTUMN 2015**  
**Review AUTUMN 2016**

# Westfield School Dress Code and Uniform Policy

## Introduction

It is our policy that all students should wear School uniform when attending School, or when participating in a School-organised event outside normal School hours, unless otherwise stated. We provide a complete list of the items needed for School uniform in our School prospectus which is available online and the relevant section attached herewith.

## Aims and objectives

Our policy is based on the notion that a School uniform:

- promotes a sense of pride in the School;
- engenders a feeling of community and belonging;
- is practical and smart;
- identifies our students with the School;
- is not distracting in class (as fashion clothes might be);
- makes students feel equal to their peers in terms of appearance;
- is regarded as suitable, and good value for money, by most parents/carers;
- has been designed by our students with health and safety in mind.

## Jewellery

On health and safety grounds we do not allow students to wear excessive amounts of jewellery in our School. Students are permitted to wear a single finger ring and one small stud in each earlobe (which should be removed during sporting activities and in the workshops).

Parents/carers should also be aware that tattoos and the wearing of eye jewellery, large or “hoop” earrings, nose rings and other facial or muscle jewellery is not permitted. Where these are in place a plastic replacement should be worn for health and safety reasons. Once an area is healed they should be removed completely.

## Extreme haircuts

The School does not permit students to have haircuts that could serve as a distraction to other students.

## Sanctions

The School reserves the right to apply appropriate sanctions to students who exhibit extremes of body decoration, behaviour or dress not appropriate to the School environment. Students who are in School without their correct uniform will be either required to borrow uniform provided by the school or parents/carers may be asked to bring a change of clothing to School. Students wearing incorrect uniform may have those items confiscated for return at the end of the School day.

## **The role of parents/carers**

We ask all parents/carers who send their children to our School for their support of the School uniform policy. We believe that parents/carers have a duty to send their children to School correctly dressed and ready for their daily work. Parents/carers should ensure that their child has the correct full uniform and that it is clean and in good repair.

If any parent/carer would like the School to modify the uniform policy, they should make representation, in the first instance, to Mrs Ashmore, Assistant Headteacher. The School welcomes children from all backgrounds and faith communities. If there are serious reasons, for example religious objections, why parents/carers want their child to wear clothes that differ from the School uniform the School will look sympathetically at such requests. Similarly, should an item of School uniform prove problematic for a student with disabilities then parents/carers are invited to draw this to the attention of Mr Ireland. The School will not treat students with disabilities unfavourably.

## **The role of governors**

The governing body supports the Headteacher in implementing the School uniform policy. It considers all representations from parents/carers regarding this policy, and liaises with the Headteacher to ensure that the policy is implemented fairly and with sensitivity.

It is the governors' responsibility to ensure that the School uniform meets all national regulations concerning equal opportunities, and that our School uniform policy is consistent with our policy on equal opportunities.

Governors ensure that the School uniform policy helps children to dress sensibly, in clothing that is hardwearing, safe and practical.

## **Monitoring and review**

When monitoring this policy, through its committee work, the governing body will:

- seek the views of parents/carers, to be sure that they agree with the policy, and support it;
- consider with the Headteacher any requests from parents/carers for individual children to have special dispensations;
- require the Headteacher to report to the governors on the way the policy is being implemented.

This policy will be reviewed by the governing body annually.

## Appendix 1

### School Uniform

We expect a high standard of personal appearance and very much appreciate parent/carers support in achieving this. All students are expected to wear the appropriate agreed School dress at all times in School and for education related visits in the appropriate way. All students are expected to have their shirts tucked in and buttoned up, their ties done up and to wear their blazers at all times.

#### Compulsory items of uniform

- Black blazer with embroidered badge
- School tie – **done up to the neck**
- White shirt with **buttons up to the neck – tucked in**
- Plain black, full length **SMART TROUSERS (with a waistband, zip and button) – no jeans, skinny jeans, jeggings or leggings**
- Plain black **knee length** skirt
- **Plain** black footwear – **no logos**

#### Optional item of uniform

- Plain grey **V neck** jumper – **no logos, no sweatshirts, no hoodies**

These items can be purchased through the school's uniform suppliers, which are School Trends and Tesco Online.

Excessive jewellery and accessories should not be worn within School. Students are permitted to wear a single finger ring and one small stud in each earlobe (which should be removed during sporting activities and in the workshops). The wearing of eye jewellery, large or "hoop" earrings, nose rings and other facial or muscle jewellery is not permitted for safety reasons.

Outside coats and scarves should not be worn inside the building at any time. Lockers are provided for every student for the storage of personal items.  
Hats and hoods must not be worn anywhere on the School site.

#### Physical Education Kit

All students must be provided with the following items for Physical Education lessons:

- Westfield School PE shirt \*
- Westfield School Rugby shirt \*
- Navy blue shorts and/or tracksuit bottoms
- White ankle socks
- Trainers
- Swimming trunks above the knee (boys)
- One piece swimming costume (girls)

In addition students may find the following items desirable:

- Sweatshirt for outdoor use (any colour)
- Navy or black knee length socks (football/hockey)
- Shin pads
- Boots suitable for activities on the field

\* These items are purchased through the schools uniform supplier School Trends.

### Procedure for students who are not in correct uniform

- When students enter the building: COATS OFF BLAZERS ON
- Between 8.20am and 8.25am students are to take outdoor clothing to their lockers.
- If students go outside at break they need to have their outdoor clothing back in their lockers by 10.55am
- At lunchtime lockers will be available for students to get their outdoor clothing until 1.10pm and again at 1.35pm so they can put their outdoor clothing back in their lockers.
- If students have not got a locker they need to get one from Reception.

