

## HYLTON CASTLE PRIMARY SCHOOL

### SCHOOL UNIFORM POLICY

**Link governors:** Caroline Comer

**Policy written by:** Lisa Wood

**Date ratified by governors:** January 2026

**Review date:** January 2028 or sooner if appropriate



### Introduction

We wish to promote strong values and high standards in all aspects of our school. This policy supports our values and principles.

It has always been our school policy that all children wear school uniform when attending school or when participating in most school-organised event outside normal school hours.

This promotes equality for all and prevents otherwise difficult decisions as to what is/ is not appropriate school uniform.

We provide a complete list of the items needed for school uniform in our school prospectus.

### Aims

Our policy on school uniform is based on the notion that school uniform

- promotes a sense of pride in the school in line with our ethos
- engenders a sense of community and belonging towards the school
- supports positive behaviour and discipline
- is practical and smart
- identifies the children with the school and encourages identity with the school
- prevents children from coming to school in fashion or 'designer' label clothes that could be distracting in class or create a sense of competition
- prevents children from coming to school with items (accessories) that could be distracting in class or create a sense of competition
- supports the 'poverty-proofing the school day' initiative by reducing the daily struggle, stigma and 'hidden costs' of the school, which have the potential to affect children's well-being
- makes children feel equal to their peers in terms of appearance and helps nurture cohesion between different groups of pupils
- is regarded as suitable wear for school and good value for money by most parents
- Is designed to prepare children for the world of work; following dress codes etc.
- is designed with health and safety in mind
- prepares children for secondary education and ensures all schools in the Castle View Cluster support each other's policies

### School Uniform

The wearing of school uniform helps in creating a strong sense of community within our school and we actively encourage all children to wear it. It represents a convenient, practical solution to school wear.

Some items of uniform are available with the school logo from: <https://studentuniform.co.uk/hcps001/>

We **do not** insist that children have the school logo and alternative versions can be bought locally from supermarkets such as ASDA.

### **Nursery/Reception**



Sweatshirt/Cardigan: Early Years: Green

### **Year 1 and Year 2**



Sweatshirt/Cardigan: Key Stage 1: Purple

### **Year 3 and Year 4**



Sweatshirt/Cardigan: Lower Key Stage 2: Red

### **Year 5 and Year 6**



Sweatshirt/Cardigan: Upper Key Stage 2: Royal Blue

**All year groups**



**White polo shirts**



**Trousers/skirt Grey or black trousers (trousers should be full length and skirts should be knee length)**



Nursery and Reception

Year 1 and Year 2

Year 3 and Year 4

Year 5 and Year 6

**Gingham style summer dress – they can be in year group colours (they must be knee length)**



**Grey or black tailored shorts (NOT sports shorts or shorts with any logos/stripes)**

**School uniform does not include:**

- Track suit tops or bottoms
- Jogging bottoms
- Cut off trousers, capri trousers, ankle grazers
- Short skirts, above the knee
- Hot pants/Nike Pros
- Nail varnish
- Acrylic/Gel Nails/Extentions
- No 'blinging' up uniforms
- Dyed hair
- Shaved heads
- Patterns/lines cut into hair
- Leggings
- Jewellery

**Additional items (including logo) available to order include:**



**For P.E.:**



T-shirt in their house colour. **These can be purchased from the school office.**

*Please note that nursery children should wear their uniform white polo t-shirt until they have been allocated a house after they start.*



Navy/black blue shorts – **plain (no logos, stripes etc)**



Plain navy/black tracksuit bottoms or leggings **(no logos, stripes etc)**



Plain navy/black zip-up hoodie **(no logos, stripes etc)**

***Uniform can be ordered from the school office with your child's name embroidered on the garments.***

### **Indoor shoes**

In school all children are expected to change into plimsolls

- Black plimsolls – slip-on, velcro or laced (laces must be black)
- Black plimsolls – old ones will be sent home with children at end of this term

### **Outdoor shoes**

Shoes should be sensible, sturdy and safe for school.

They should be plain black shoes or trainers - black laces,

- ***no coloured stripes/logos, no wedges or heels***



### **Wellies**

As part of our OPAL playground, there are zones such as the sandpit, mud kitchen and water area, where children need to wear wellies. From September 2022, every child should have a pair of wellies in school as part of their uniform.

### **PE**

- Suitable trainers
- No plimsolls

### **Snow**

Children may wear Wellington boots or sensible boots to travel to and from school in snowy or very wet weather.

- They **MUST** change into the indoor footwear mentioned above and not slippers.
- In snowy weather, if deemed safe by staff, children will be allowed to play out in Wellington or waterproof boots, under strict supervision.

### **General Outdoor Wear:**

As we are an 'OPAL' school, we do play outside in ALL weathers and children have access to all areas, including grass/mud (unless deemed unsafe). Therefore, wellies are compulsory (please see above) and waterproof coats and trousers are strongly advised.

In the warmer months, please **ALWAYS** send your child to school with a jacket/coat. As we know, in the North East of England, the weather can change very quickly and what starts as a beautiful, sunny, summer's day, can soon turn into what feels like a cold, wet winter's day.

### **Hairstyles**

In order to encourage children to be part of a 'team' and to maintain a good high standard within our community, we ask all parents/carers to ensure that children do not come to school with extreme haircuts.

Children are not expected to come to school with lines, letters, logos or patterns of any sort cut into their hair.

Children are not encouraged to have shaved heads (anything less than a number 2).

Children should not come to school with dyed hair. This includes highlights and streaks.

Hair long enough to be tied up should be. This is expected for both boys and girls.

Bows for hair must be small in school colours only.

### **Jewellery and other valuables**

To minimise the risk of loss or damage, children should not bring valuables and toys to school unless requested to do so by school staff.

Jewellery should not be worn to school. This includes all kinds of earrings (including clear plastic ones).

A sensible, simple watch for time-telling purposes permitted in school.

For health and safety reasons watches must be removed for P.E lessons and sporting activities such as matches, festivals etc.

Also, the school cannot be held responsible for the loss of any jewellery brought into school.

### **Fitbits/Smart watches**

- Children **may not bring a** fitbit/smart watch into school under any circumstances.
- If pupils do not follow this rule, the item will be taken from the child, he / she will be given a detention, and the parent / carer will be required to collect the fitbit/smart watch from Mrs. Wood at the end of the week.
- Please see the Aims of this Policy for reasons this decision has been taken.
- In addition, some fitbits/smart watches provide internet access and this is not appropriate in school. To allow some fitbits/smart watches and not others would be distracting to children, could cause disagreements by parents and will take away from staff crucial teaching time whilst checking which fitbits/smart watches have internet access or not.
- Children are allowed to wear a normal watch for school

### **Mobile Phones**

- If a child needs a phone in order to stay connected with their parent or carer before or after school they are required to hand in their phone to the main reception and collect it at the end of the school day.
- If this does not happen, and a child is found during the day to have a phone on school premises, they will be given a detention, and the parent / carer will be required to collect the phone from Mrs. Wood at the end of the week.
- if a child genuinely realises they have accidentally brought a phone in school they **should tell an adult immediately**; the phone will be sent to the office and the child can collect the phone at the end of the school day

### **Labelling:**

You should ensure that all your child's clothing is labelled with his/her name. This can be either with nametags or with permanent marker pen. Alternatively, from the school office you can order garments with your child's name embroidered on it.

The school is not responsible for any lost clothing.

### **Lost property**

In order to avoid confusion and to keep Lost Property to a minimum, all items of clothing, P.E. kit, bags packed lunch boxes etc. MUST be clearly named, before being brought into the school.

**The school cannot be held responsible for lost or stolen property**

### **The Role of Parents / Carers**

It is the responsibility of all parents / carers who choose to send their children to our school to respect, follow and support the school uniform policy.

We believe that parents have a duty to send their children to school correctly dressed and ready for their daily schoolwork. One of the responsibilities of parents is to ensure that their child has the correct uniform, and that it is clean and in good repair.

If any parent would like the school to modify the uniform policy they should make representation in the first instance to the Headteacher. The school welcomes children from all backgrounds and faith communities. If there are serious reasons, e.g. on religious grounds, why parents want their child to wear clothes that differ from the school uniform, the school will look sympathetically at such requests. Otherwise parents are respectfully reminded that parents have been consulted in the formulation of this policy (Parents' Group, April 2010), and, that as this policy is part of our Home School Agreement, parents are expected to follow the policy.

If for any reason parents / carers are unable to send their child to school in their proper uniform they must contact the headteacher immediately. Your circumstances will be given serious consideration and an agreement will be reached.

### **The Role of Governors**

The Governing Body supports the Headteacher in implementing the school uniform policy. It considers all representations from parents regarding the uniform 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 regulations concerning equal opportunities.

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

### **Acceptance of the Policy**

Acceptance of our uniform policy is an integral part of our Home School Agreement. By choosing to send your child to our school parents / carers choose to accept this policy.

Acceptance of the policy must stand until your child leaves Year 6.

If, for any reason a child does not come to school in uniform, and if we have received no communication from parents / carers, the following stages will be applied:

- The child will receive a letter to take home to their parent / carer (see appendix 1)
- The child will be expected to come to school the following day in the appropriate uniform
- If a parent / carer is experiencing difficulty providing an appropriate school uniform the parent / carer is expected to contact the headteacher. Your circumstances will be dealt with sensitively and an agreement will be reached
- If we do not hear from the parent / carer and the child continues to come to school without appropriate uniform, the child will be provided with a school uniform from our 'spare stock' which he / she will return to his / her class teacher at the end of the day. A letter will be sent home to the parent / carer informing him of the action that has been taken

### **Monitoring**

The Governing Body monitors and reviews the school uniform policy through its committee work by:

- seeking the views of parents, to ensure that they agree with and support the policy;

- considering, with the Headteacher, any requests from parents for individual children to have special dispensation with regard to school uniform;
- requiring the Headteacher to report to the Governors on the way the school uniform policy is implemented.

### **Inclusion Statement**

At Hylton Castle Primary School, we are committed to offering an inclusive curriculum to ensure the best possible progress for all of our pupils whatever their needs or abilities.

Pupils have Special Educational Needs if they have a learning difficulty which calls for special educational provision to be made for them. Pupils with a disability have special educational needs if they have any difficulty in accessing education and if they need any special educational provision to be made for them, which is anything that is additional to or different from what is normally available in schools in the area.

At Hylton Castle Primary School we undertake the duties, including in relation to **this policy**:

- Not to treat disabled pupils less favourably for a reason which relates to their disability
- To take reasonable steps to avoid putting disabled pupils at a substantial disadvantage
- To do our best by all disabled members of our school community in relation to the requirements of this particular policy

### **Equality & Diversity Statement**

Hylton Castle Primary School fully recognises its duty to comply with equality and diversity legislation, and its Gender Equality Scheme sets out the school's aims in relation to equality and what it will do to ensure that equality is fully embedded in practice. The school fully acknowledges its responsibilities in terms of equality issues in relation to gender, age, race, disability, religion or belief, sexual orientation and gender reassignment, including in relation to **this policy**.

Hylton Castle Primary School is firmly committed to equality and diversity, and when carrying out our functions, we shall have due regard to the need: to eliminate unlawful discrimination and harassment; to promote equality of opportunity between men and women.

**This Policy should be read in conjunction with the School's Child Protection Policy and Behaviour Policy.**

**APPENDIX 1**

**School uniform - first letter to parents / carers**

Dear Parent / Carer

It has been brought to my attention that your child is not wearing appropriate school uniform.

The issue is:

In order to maintain the good high standards of our school and in order to prepare your child for secondary education, the governors of our school request that you ensure your child returns to school with the appropriate school uniform tomorrow.

If for any reason you are unable to do this, please contact Mrs. Wood by 9.00 a.m. tomorrow. Your circumstances will be listened to sensitively and in confidence.

If we do not hear from you and your child does not wear school uniform upon his / her return to school, we will provide your child with a school uniform which he / she will return at the end of the day.

This will ensure equality for all pupils.

Yours faithfully

A handwritten signature in black ink that reads "L. Wood". The signature is written in a cursive style with a large initial 'L'.

Mrs. L. Wood  
(Headteacher)

On behalf of the governing body of Hylton Castle Primary School

**APPENDIX 2**

**School uniform - second letter to parents / carers**

Dear Parent / Carer

It has been brought to my attention that your child is still not wearing appropriate school uniform.

The issue is:

In line with the policy that was agreed by the governors of our school, your child was provided with a uniform from our 'spares' box. There is no guarantee that items of clothing in the 'spares' box will fit your child so i must insist that your child comes to school with his / her own school uniform tomorrow.

This will ensure equality for all pupils.

Yours faithfully

A handwritten signature in cursive script that reads "L. Wood".

Mrs. L. Wood  
(Headteacher)

On behalf of the governing body of Hylton Castle Primary School