



# Crown Wood Primary School

## **Uniform Policy**

Crown Wood Primary School is part of the Greenshaw Learning Trust.  
The Greenshaw Learning Trust is a charitable company limited by guarantee registered in England and Wales, company number 7633694, registered at Greenshaw Learning Trust, ORU Sutton, Throwley Way, Sutton, SM1 4AF.



## School Uniform – Operational Procedure

**Date approved:** May 2025

**Date of Next Review:** May 2028



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**Article 27**

You should have the conditions you need for your physical, mental, spiritual, moral and social development. If your family is unable to provide these conditions, the government should help – particularly with nutrition, clothing and housing.

**Article 28**

Every child has the right to an education.

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This operational procedure applies to Crown Wood Primary School and all governors and staff of the school must abide by it. The procedure has been adopted in accordance with and pursuant to the strategic and trust-wide policies of the Greenshaw Learning Trust (GLT).

It is the responsibility of the local governing body and Headteacher of the school to ensure staff adhere to this operational procedure. In implementing it, school staff must take account of any advice given to them by the CEO and/or Board of Trustees.

This operational procedure is subject to the Trust's strategic and trust-wide policies and the Scheme of Delegation approved for the school. If there is any ambiguity or conflict then the strategic and trust-wide policies and / or the Scheme of Delegation (and any specific Scheme or alteration or restriction to the Scheme approved by the Board of Trustees) takes precedence. If there is any question or doubt about the interpretation of this, the CEO must be consulted.

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## **1. Aims**

This policy aims to:

- Set out our approach to requiring a uniform that is of reasonable cost and offers the best value for money for parents and carers
- Explain how we will avoid discrimination in line with our legal duties under the Equality Act 2010
- Clarify our expectations for school uniform

## **2. Our school's legal duties under the Equality Act 2010**

The Equality Act 2010 prohibits discrimination against an individual based on the protected characteristics, which include sex, race, religion or belief, and gender reassignment. To avoid discrimination, our school will:

- Avoid listing uniform items based on sex, to give all pupils the opportunity to wear the uniform they feel most comfortable in or that most reflects their self-identified gender
- Make sure that our uniform costs the same for all pupils
- Allow all pupils to have long hair (though we reserve the right to ask for this to be tied back)
- Allow all pupils to style their hair in the way that is appropriate for school yet makes them feel most comfortable
- Allow pupils to wear headscarves and other religious or cultural symbols
- Allow for adaptations to our policy on the grounds of equality by asking pupils or their parents to get in touch with Mrs Sandra Ruck (Pastoral Support Advisor), who can answer questions about the policy and respond to any requests

## **3. Limiting the cost of school uniform**

In developing our school uniform, we have carefully considered what is required practically for classroom lessons or for sport, safeguarding and health and safety considerations, and our obligations under the Equality Act 2010, and we have taken account of the wishes of parents and pupils.

We have also considered the cost implications for families and different groups of pupils and sought best value - we have minimised the number of branded items and avoided single supplier contracts so that parents have a choice of where they can shop, and we will avoid frequent uniform changes so that clothes can be passed on. We also offer school swap shop / second hand uniform / anything else to ensure that families have low cost options.

We will make sure our uniform:

- Is available at a reasonable cost
- Provides the best value for money for parents/carers

We will do this by:

- Carefully considering whether any items with distinctive characteristics are necessary
- Limiting any items with distinctive characteristics where possible
- Avoiding specific requirements for items pupils could wear on non-school days, such as coats, bags and shoes
- Avoiding different uniform requirements for different years / classes
- Avoiding different uniform requirements for extra-curricular activities

- Making sure that arrangements are in place for parents to acquire second-hand uniform items
- Avoiding frequent changes to uniform specifications and minimising the financial impact on parents of any changes
- Consulting with parents and pupils on any proposed significant changes to the uniform policy and carefully considering any complaints about the policy

If you have any questions about our uniform, or are struggling through financial hardship, please speak to the pastoral support Advisor.

#### **4. Expectations for school uniform**

Crown Wood Primary School requires pupils / students to wear school uniform. We believe that a school uniform provides a sense of belonging and identity whilst setting an appropriate tone for an education setting.

#### **Our school's uniform**

The official school colours are blue and white.

<b>School Uniform</b>
<b>Charcoal grey</b> trousers or shorts; knee length skirt or pinafore;
<b>Blue checked</b> dress or knee length skirt (Summer)
<b>White</b> shirt, blouse or polo shirt (with or without school logo)
<b>Blue</b> sweatshirt, cardigan or fleece (with or without school logo)
<b>Grey</b> socks
<b>White socks</b> (Summer with shorts, skirt or dress)
Black school shoes or Black, plain* trainers ( <i>*plain means no or minimal branding</i> )

<b>PE Kit</b>
Blue shorts Navy blue tracksuit trousers / joggers White t-shirt or house colour t-shirt Navy blue tracksuit top / sweatshirt Plain trainers

Children should have their full PE kit, including tracksuits and trainers, in school for the whole week. PE kit needs to be labelled with the child's name and brought to school in a drawstring bag.

### **Appearance and Jewellery**

Long shoulder length hair should be tied back and off the face. **There should be no extremes of hair style (e.g. marks are cut into the hair / use of different colours).** Accessories worn in the hair should also be suitable for school (e.g. not too big and in - or complimentary to - school colours) and kept to a minimum. **No make-up or nail polish should be worn.**

**Children are not allowed to wear jewellery at school with the exception of religious / cultural symbols, Medic-Alert bracelets and earrings. If your child has pierced ears, plain silver or gold studs must be worn.** Earrings must be removed for PE lessons. Watches may be worn but should be clearly marked with your child's name. No other body jewellery should be worn.

### **Where to purchase it**

All school uniform items and accessories (e.g. book and PE bags etc) can be ordered from PMG Schoolwear, or MyClothing a national online business that provides delivery directly to parents.

<http://www.pmg-schoolwear.co.uk/>  
<https://myclothing.com/>

We do not require uniform to have the school logo on it, but it must be school colours. There are a number of retailers in Bracknell an on-line which sell generic school uniform in our school colours.

Free second hand school uniform is always available in the foyer at the Main Entrance.

## **5. Expectations for our school community**

### **Pupils**

Pupils are expected to wear the correct uniform at all times (other than specified non-school uniform days) while:

- On the school premises
- Travelling to and from school
- At out-of-school events or on trips that are organised by the school, or where they are representing the school (if required)

### **Parents and Carers**

Parents and carers are expected to make sure their child has the correct uniform and PE kit, and that every item is:

- Clean
- Clearly labelled with the child's name
- In good condition

Parents are also expected to contact the Headteacher if they want to request an amendment to the uniform policy in relation to:

- Their child's protected characteristics
- The cost of the uniform

Parents are expected to lodge any complaints or objections relating to the school uniform in a timely and reasonable manner. Disputes about the cost of the school uniform will be:

- Resolved locally
- Dealt with in accordance with our school's complaints policy
- The school will work closely with parents to arrive at a mutually acceptable outcome.

Complaints about our school uniform should be dealt with under the school complaints policy which can be found here: <https://www.crownwoodschool.com/content/?pid=25&contentid=1>.

### **Staff**

Staff will monitor pupils to make sure they are in correct uniform. They will give any pupils and families breaching the uniform policy the opportunity to comply, but will follow up with the headteacher if the situation doesn't improve.

In cases where it is suspected financial hardship or other mitigating factors have resulted in a pupil not complying with this uniform policy, staff will take a mindful and considerate approach to resolving the situation.

### **Governors**

The governing board will review this policy and make sure that it:

- Is appropriate for our school's context
- Is implemented fairly across the school
- Takes into account the views of parents and pupils
- Offers a uniform that is appropriate, practical and safe for all pupils
- The board will also make sure that the school's uniform supplier arrangements give the highest priority to cost and value for money, for example by avoiding single supplier contracts and by re-tendering contracts at least every 5 years.

### **6. Monitoring arrangements**

This policy will be reviewed every 3 years by the Headteacher. At every review, it will be approved by the Local Governing Body in line with Trust Policies and our Scheme of Delegation.

### **7. Links to other policies**

This policy is linked to our:

- Behaviour policy
- Equality information and objectives statement
- Complaints policy