



The
Appleton
School

UNIFORM POLICY

Adopted by the Governing Body on	February 2024
Signature Chair of Governors	
Next Review Date	July 2024

February 2024

The Appleton School Uniform Policy

Introduction and Background

At The Appleton School we promote the value of “achieving excellence together”. We have high expectations of behaviour and work ethic and this is reflected in equally high expectations of student appearance in terms of uniform.

The wearing of full school uniform is compulsory for all school sessions and any journeys to and from the school site. This policy encourages students to identify with the school while promoting a positive, purposeful atmosphere during the working day.

The items listed below are designed with smartness, practicality and availability in mind and differences in requirements for each sex have been kept to a minimum

We believe our uniform:

- Promotes a sense of pride in the school.
- Helps to create a sense of community and belonging. We celebrate the diversity of our students but at the same time the uniform shows they all share one identity in being part of The Appleton School family.
- Supports our commitment to inclusion and equality.
- Helps identify and safeguard our students when they are outside the school gates.
- Prevents students from wearing ‘fashion’ clothes or expensive accessories that could be distracting in class and avoids students being singled out by others for what they are or are not wearing.
- Is practical, smart, and designed with health and safety in mind.
- Is good value for money and prevents arguments at home about what to wear to school.

We ensure we comply with the obligations under the Human Rights Act 1998 and the Equality Act 2010 and the SEND Code of Conduct.

We comply with the non-statutory guidance on school uniforms issued by the Department for Education updated June 2023.

Cost of Uniform

In formulating this policy, the school has considered the cost of uniform. For this reason, most items can be obtained from a wide variety of stockists including chain stores.

The only items that must be purchased through our uniform suppliers are:

- the blazer badge.
- Tie (new House Ties for all Year 7 September 2024, also available for all students September 2024)
- skirt (Optional item – new Black kilt design for September 24 onwards for all Year 7, also available for all students September 2024)
- PE Kit



The current uniform supplier is Morbec Sports (<https://morbecsports.com/>) . From September 2024 this will change to Penn Sports Ltd (<https://pennuk.com/>) and PE kit will be available from SchoolSports4U (<https://schoolsports4u.co.uk/>). Items will be available for purchase from our new suppliers from 13th June 2024.

We do not have a summer and winter uniform. In exceptional circumstances or heatwave in line with our severe weather procedure detailed on the website <https://www.theappletonschool.org/parents/severe-weather-procedure> , the Headteacher may allow students to wear PE Kit. This will be communicated formally to all parents and students at the time.

In PE, certain kit is attributed to certain sports and students are made aware of this at the start of each term.

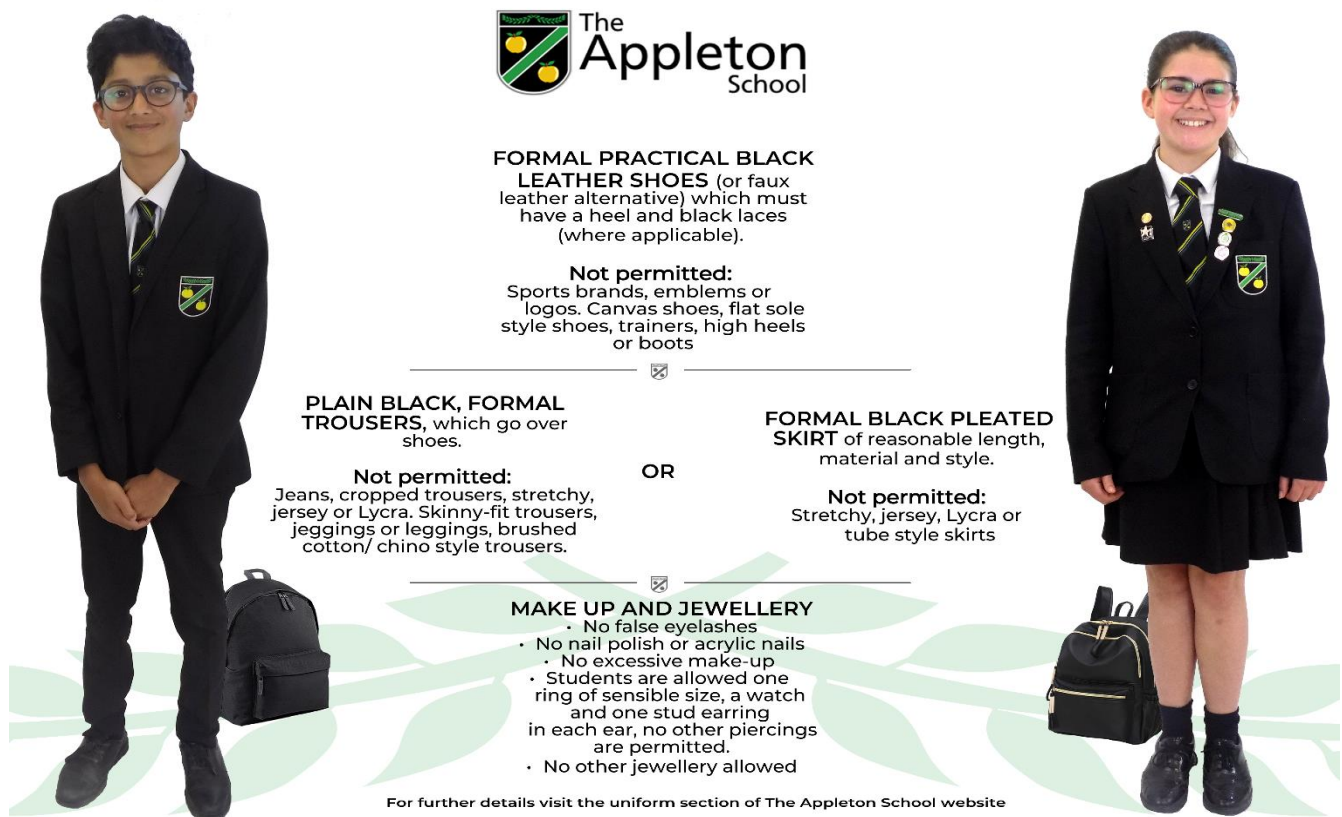
Our school holds a limited supply of pre-loved second-hand school uniform which has been donated by parents. Access to this can be requested via email info@theappletonschool.org.


Additionally, some uniform is also made available informally via parental social media groups.

There is some assistance available to those who receive free school meals, or who have been in receipt of free school meals in the last six years.

Some items are noted as optional e.g. school jumper, but if worn they should be the correct school uniform item as detailed and not any substitute.

Uniform / Standards of Dress (Current Years 7 – 11)





FORMAL PRACTICAL BLACK LEATHER SHOES (or faux leather alternative) which must have a heel and black laces (where applicable).

Not permitted:
Sports brands, emblems or logos. Canvas shoes, flat sole style shoes, trainers, high heels or boots

PLAIN BLACK, FORMAL TROUSERS, which go over shoes.

Not permitted:
Jeans, cropped trousers, stretchy, jersey or Lycra. Skinny-fit trousers, jeggings or leggings, brushed cotton/ chino style trousers.

OR

FORMAL BLACK PLEATED SKIRT of reasonable length, material and style.

Not permitted:
Stretchy, jersey, Lycra or tube style skirts

MAKE UP AND JEWELLERY

- No false eyelashes
- No nail polish or acrylic nails
- No excessive make-up
- Students are allowed one ring of sensible size, a watch and one stud earring in each ear, no other piercings are permitted.
- No other jewellery allowed

For further details visit the uniform section of The Appleton School website

Blazer

- Black – this is available with integral badge from the official uniform supplier. It may be purchased from any supplier, but must be a blazer, not a fitted jacket.
- School badge – available from the uniform shop – to be sewn to blazer breast pocket.

Students will be expected to wear their blazers within the school building at all times and on their journeys to and from school.

They may only remove their blazers in lessons with their teacher's permission.

During the final half of the summer term students will be notified when they are allowed to remove their blazers/ tie in school, in line with our severe weather procedure, but should ensure they continue to bring them in with them in case they are required to attend any official events.

Students who arrive at school without a blazer must see their Head of Year and where available, will be given a 'loan' blazer for the day. In the event that a blazer is unavailable, a uniform pass will be issued for the day.

Shirts and Ties

- Shirts or blouses must be a plain white standard school shirt and have a collar that can be buttoned to the top. These may be long or short-sleeved.
- Shirts must be tucked into the waistband of their trousers / skirt.
- Aertex t-shirts are not permitted
- Ties must be neatly knotted to cover top button and worn at standard length at all times, never shortened. **From September 2024, Year 7 students must wear the correct stripe denoting their house – available from the uniform shop.**

Students who arrive at school without a tie must see their Head of Year and where available, will be given a 'loan' tie for the day. In the event that a tie is unavailable, a uniform pass will be issued for the day.

Students who deface a tie in any way will be expected to buy another one.

Trousers

- Trousers must be black, formal, tailored in style, and long enough to cover the top of the shoe.
- Jeans, leggings, jeggings, harem-pants, combat trousers, those with large buckles, very skinny or very wide styles are not permitted.

Skirts [optional]

- Skirts must be a formal, black, pleated, made of an appropriate material and worn to a reasonable length.
- Stretchy, jersey, Lycra or tube style skirts are not permitted
- The top of the skirt must not be rolled over. Students who repeatedly shorten their skirts may be asked to wear trousers instead.
- **From September 2024 onwards, a modern kilt design skirt will be introduced for all students starting in Year 7** and will be optional for older years. This is only available from the uniform shop.
- Plain black belts with discreet buckles [not 'designer' buckles] may be worn.

Jumpers [optional]

- Plain black "V" neck school jumper.

Tights / Socks

- Socks – plain black socks to be worn above the ankle. Knee length socks are not permitted.
- Tights – plain black / neutral

Shoes

- School Shoes – Formal practical black leather (or faux leather alternative) shoes which must have a heel and black laces (where appropriate).
- Shoes with visible brands or emblems or logos are not permitted.
- Canvas shoes, flat sole shoes, trainers, high heels or boots of any kind are not permitted. This includes those with medical needs, whilst we accept a trainer type shoe in that situation (with a doctor's letter) we do not accept trainers with visible branding such as Converse, Nike, Adidas or Puma.

Parents are strongly advised to contact Student Services if in doubt about permissible school shoes. Many retail outlets advertise footwear as 'school shoes' when they are in fact trainers and we are always happy to advise.

Students wearing trainers without a medical note signed and stamped by their GP / hospital / physiotherapist may be provided with alternative black footwear for use during the school day.

Outdoor Coats / Accessories

- Any plain coat is acceptable – logos must be minimal
- Leather or denim jackets are not permitted.
- Hoodies are not permitted.

We would encourage students to wear a coat during the colder months as there are occasions when they are required to be outside the building.

Students must remove their coats when entering the classroom or when sitting down to eat in the school canteen.

- Scarves, hoods, hats and gloves are not permitted to be worn inside the school building.
- Scarves, hoods, hats and gloves should only be worn when it is cold outside, and are not permitted as a fashion accessory rather than for warmth.

Hair

- Hair should be clean, neat and tidy.
- Block colouring, streaks or highlights are not permitted.
- Excessively short styles [below a grade 3], shaved or shaved pattern styles including under-cutting, tramlines or carving of hair are not permitted.
- Any hair accessories should be minimal and plain.

If parents are unsure about the acceptability of a haircut being considered by their son / daughter, they should contact Heads of Year for advice.

Students with extreme hairstyles may be asked to work in the school's reflection room.

Make-Up / Nails

- Make-up is not permitted in Years 7 & 8 – students will be expected to remove it.
- Years 9 – 11 may wear make-up providing it is very discreet.
- Nail polish is not permitted in any year group – students will be expected to remove it.
- Artificial nails of any description are not permitted.
- False lashes, eye-liner, heavily made up brows, and heavy foundation / bronzer are not permitted.

Students will be expected to remove excessive make-up.

Any student presenting with artificial nails or false eyelashes will be asked to remove them. If this is not possible a deadline for their removal will be set. Students who fail to remove these items within the given time-frame will be required to work in the school's reflection room and will not return to lessons until they have been removed.

Jewellery

- One ring of a sensible size
- Watch (not a 'smart watch' as no internet enabled devices or mobile phones are permitted to be used in school)
- Earrings / piercings – one small, plain stud in each ear lobe. Spacers or stretchers are not permitted, nor are piercings anywhere other than the ear lobe. No other visible piercings are permitted.
- No other jewellery is permitted

Any student failing to adhere to this policy will be expected to remove the item immediately or will be placed in our reflection room until further notice.

Confiscated jewellery may be collected from the school office at the end of the day. Where students have had jewellery confiscated three or more times, parents will be required to come to the school to collect confiscated items.

Tattoos or Body Art

- Tattoos or body art are not permitted

PHYSICAL EDUCATION KIT

Compulsory Items:

- Appleton badged Green PE top*
- Appleton badged Black PE Shorts*
- Plain black knee length Football socks
- Plain colour swimming trunks or plain colour one-piece swimming costume and goggles
- Trainers
- Soccer boots
- Shinpads
- Gum Shield (required for rugby)

Optional Items

- Appleton badged ¼ Zip Training Top*
- Appleton badged Black Tracksuit Bottoms* or Appleton badged PE Sport leggings*
- Appleton badged Rain Jacket*
- Towel for shower use

*Denotes items only available from the uniform supplier

To maintain the existing high standards of safety, the school follows the recommendations of Essex County Council in its "Safety in P.E." Handbook. "Watches, jewellery and earrings, belts with metal buckles and other unnecessary encumbrances likely to prove dangerous to the wearer or to others, must not be worn".

Uniform Infringements

Where a breach of policy, staff will sign pupil's expectation card. Where the issue can be rectified immediately, the student will be expected to do so in order to remain in lessons.

Parents may be notified if the offence is repeated.

If the infringement cannot be rectified immediately, the student will be given a deadline to resolve the matter.

If a student refuses to act to remedy the infringement, or fails to do so within the given timeframe, this will be regarded as a separate breach of our Behaviour Policy and sanctions will be applied accordingly. This may include, but is not limited to students remaining in the school's reflection room until the issue is resolved.

If there are particular, exceptional circumstances that may prevent a student from complying with the school's Uniform Policy, this must be put in writing by the parent / carer for the consideration of Senior Staff.

Standards of Dress in the Sixth Form

The wearing of full school uniform is compulsory for all school sessions and any journeys to and from the school site. This policy encourages students to identify with the school while promoting a positive, purposeful atmosphere during the working day. Sixth Form students are entitled to one non-uniform day per half term in order to raise money for charity. Please see the section on '*Non uniform days, trips and events*'.

The items listed below are designed with smartness, practicality and availability in mind and differences in requirements for each sex have been kept to a minimum.

- BLACK BLAZER - this should not be a fitted or cropped jacket but a formal blazer style.
- APPLETON SIXTH FORM TIE, available from the Sixth Form Office.
- PLAIN WHITE SHIRT or BLOUSE (not an aertex T-shirt) that is buttoned up to the neck and tucked in at the waist.
- PLAIN BLACK, FORMAL TROUSERS, FORMAL BLACK PLEATED SKIRT or STRAIGHT TAILORED SKIRT. Trousers must go over the shoes. Jeans, cropped trousers, stretchy, jersey or lycra/skinny-fit trousers, jeggings, leggings or brushed cotton/chino style trousers are not permitted. Skirts must be of reasonable length, material and style.
- PLAIN BLACK ANKLE SOCKS/ WHITE ANKLE SOCKS/PLAIN BLACK OR NATURAL TIGHTS, no long knee length socks are permitted.
- FORMAL PRACTICAL BLACK LEATHER SHOES (or faux leather alternative) which must have a heel and black laces (where applicable). Must not have any sports brands/emblems/logos. Canvas shoes, flat sole style shoes, trainers, high heels or boots are not permitted.
- PLAIN BLACK "V" NECK SCHOOL JUMPER (optional)
- No designer names or sweatshirts or hooded tops are to be worn in professional settings including lessons, assemblies, form time. They may be worn in the Sixth Form canteen and study rooms only.
- A PLAIN OUTSIDE COAT: this may not be denim or leather and must not have any emblems. Branding should be minimal.

Students who are undertaking a practical BTEC subject should wear the school embroidered practical kit and this should not be substituted for fashion wear (please note that this only applies to the Extended Diploma BTEC Sport and Extended Certificate in Performing Arts courses only and no other BTEC subjects. Other BTEC subjects are required to wear full school uniform). Black trousers and black trainers may also be worn for BTEC Sport along with the embroidered practical kit.

Make-up, Hair and Jewellery

Make up must be subtle and suitable for a formal business environment. Excessive make-up is inappropriate.

Students are not allowed to wear excessive jewellery including bracelets, nose studs or have any other visible piercing. Students are allowed one ring of sensible size, a watch and one stud earring in each ear.

Inappropriate block colouring, streaks or highlights, as well 'under-cutting', 'tramlines' or 'carving' hair is not permitted. Please note that students' hair should also always be a natural colour.

Tattoos or body art should not be visible.

Non-Uniform Days, Trips and Events

Occasional days are designated 'non-uniform' days. Students will be charged a standard amount for the privilege of attending school in their own clothes rather than school uniform and these donations contribute to designated charities. However, to ensure that the school day remains focused on learning, we expect that students dress in smart, casual clothing. Revealing items of clothing [cropped tops, ripped or low-slung jeans, strappy tops, short shorts/skirts], or any item with offensive slogans are not acceptable.

Fancy or themed dress is not expected or permitted unless prior permission has been sought and granted - this includes the dying of hair etc.

The proceeds from these days will be donated to nominated charities as agreed by our student groups.

Students are expected to adhere to this dress code on trips and events if they are not required to wear school uniform.

Equality

In implementing the policy, we will have regard to the provisions in the Equality Act 2010, in particular the requirement not to discriminate, either directly or indirectly, against a student because they have a protected characteristic, for example because of their gender, race, disability or religious belief. In particular, we will consider requests from parents or students who can demonstrate that wearing a particular article of clothing or jewellery or having a particular hairstyle which are not permitted by this policy is a genuine manifestation of the student's religion, such as an article of faith, or is necessary as a result of a medical condition amounting to a disability, on a case-by-case basis. Where we are satisfied that the student's equality rights would be infringed, the request will be granted except where doing so would raise a legitimate concern, for example on security, public order or health and safety grounds. We reserve the right to request documentary evidence from, for example, a religious leader or medical professional, in support of any request to deviate from this policy, in appropriate cases.