



Uniform Policy

Policy Preface

NCEA Duke's Secondary School is a Christian learning environment at the heart of its communities. We promote care and respect, and expect high standards in all aspects of our academy life.

As a part of a Church of England Academy Trust, we aim to build communities clearly based on the Christian values of love, forgiveness and reconciliations, integrity and the unique value of each individual. We aim to build self-esteem, model conflict resolution, protect the weak and are committed to justice and compassion. Mutual respect and trust are central within NCEA Duke's Secondary School and the NCEA Trust.

This policy, and its associated procedures and protocols, is based on these key principles.

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Approved by	NCEAT Trustees - Finance and General Purposes Committee
Responsible Person	Principal
Statutory Requirement	Yes
Linked to	Behaviour Policy





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1. Introduction

The Uniform Policy, and associated procedures and protocols, seeks to create a community in which everyone, without exception, is respected, valued and happy. The Uniform Policy makes an invaluable contribution to this by:

- Contributing to a sense of community identity;
- Supporting high standards of leadership, behaviour and dress;
- Instilling respect amongst pupils for themselves and others.

This Uniform Policy replaces the previous policy that was issued in September 2013.

Parents/Carers and pupils have been consulted in the development of this policy, and their views have been sought in relation to the changes that this policy now implements. The school has given due consideration to the following in the development of this policy:

- **The timeframe for introducing the new policy.** This policy is implemented from September 2019, but pupils may continue to wear the previous uniform during a period of grace of the 2019-2020 academic year. All pupils must be wearing the uniform described in this policy by September 2020.
- **The views of parents and pupils on changes.** Parent views were taken during a consultation period in February 2019, and the majority were in favour of the proposed changes. Pupil views were taken during Autumn 2018 relating to the new ties, and the winner of the pupil vote was the tie that has been implemented in this policy.
- **The cost and best value for money for parents.** Our uniform suppliers have a sound record in supplying uniform items to meet demand. We have considered the cost of our uniforms and these are in line with, if not cheaper than, uniforms at other schools in the area. Only a limited number of items are “badged” and therefore required to be bought from our supplier. All other aspects of the uniform can be purchased from any supplier that the parent/carer chooses.
- **The PE uniform is practical.** Our PE uniform is practical, comfortable and appropriate for the activities that are undertaken by pupils during compulsory PE.
- **The impact on different groups represented in school.** The school has taken into account the views of all parents/carers that have been submitted. The school has also actively sought out the opinions of different groups represented in school so as to mitigate any negative impact.

2. Statutory Framework

The Department for Education (DfE) strongly encourages schools to have a uniform as it believes this can play a valuable role in contributing to the ethos of the school and setting an appropriate tone.

There is no legislation that deals specifically with school uniform or other aspects of appearance such as hair colour and style, the wearing of jewellery or make-up. The school has taken into account the non-statutory guidance available from the DfE in this area. It is for the governing



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body of a school to decide whether there should be a school uniform and other rules relating to appearance, and if so, what they should be. This flows from the duties placed upon the governing body by statute to conduct the school and to ensure that school policies promote good behaviour and discipline amongst the pupil body.

3. Purpose

The purpose of this policy is to ensure that all pupils and their parents clearly understand the expectations that Duke's Secondary School has with regard to school dress. The policy is also designed to make staff aware of these expectations and the important role that they are expected to play in supporting pupils to dress appropriately.

Duke's Secondary School has chosen to adopt a uniform policy for a number of reasons, namely:

- Security: the school needs to be able to identify individual pupils in order to maintain good order and identify intruders easily;
- Protection of young people from external pressure to wear clothing they would not otherwise choose to adopt, protecting them from harassment, and from having to adopt dress codes associated with extreme or anti-social elements in the wider community, including styles and colours of clothing associated with gangs.
- Promotion of a strong, cohesive, school identity that supports high standards and a sense of identity among pupils. If some young people look very different to their peers, this can inhibit integration, equality and cohesion.
- A desire to promote harmony between different groups represented in the school.
- Teaching and learning: if a pupil's face is obscured for any reason, the teacher may not be able to judge their engagement with learning, and to secure their participation in discussions and practical activities.

4. The school uniform

Full details of the school uniform for all year groups, including the sixth form, are detailed below, and guidance for wearing uniform can also be found in appendix 1.

All pupils are expected to take pride in their appearance including their dress, and in their school. As such, they are expected to wear the correct uniform at all times. If there is a problem with any aspect of the uniform on a particular day, pupils are expected to bring this to the attention of their tutor or a member of the pastoral team who will offer appropriate support and guidance.

Parents/Carers are expected to ensure that pupils have, and wear, the correct school uniform. If they have difficulties with any aspect of the uniform they should let the school know.

Parents/Carers who face financial difficulty should, in confidence, make a member of the Senior Leadership Team aware of this and the school will investigate whether it is appropriate to offer financial assistance.



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It is the responsibility of all staff to ensure that the correct uniform is always worn. Uniform will be checked as pupils enter the building, and as they enter and leave lessons. Pupils will also be reminded about uniform expectations when they are walking around the building. It is particularly important that high standards of dress are maintained when pupils are representing the school or are on school trips.

Pupils are expected to have a bag for their work, a pen and pencil, and PE equipment. A check will be made on entering the building and at the start of Period 1 each day. Replacement items of clothing will be available from the Pastoral Team on a loan basis.

Key Stage 3 and 4 (Years 7 to 11)

School Uniform will be worn as follows:

A black blazer with Duke's School embroidered badge
<i>Optional:</i> a black v-neck jumper with Duke's School embroidered badge
A white shirt with top button.
A Duke's School tie for the appropriate House
Black smart trousers / skirt (Not denim, no leggings, no tight fitting trousers)
Black or flesh coloured tights / Black or white socks – no trainer socks, there must be no gap between socks and trousers.
Black leather (or leather look) shoes (No trainers, plimsolls or boots)

PE Kit will be worn as follows:

Duke's School or plain black tracksuit bottoms / shorts
Duke's School black and red sports top
<i>Optional:</i> Duke's School black and red hoodie with, with optional initials
White or black socks
Trainers (no metal studs)
Black bobble for hair

Key Stage 5 (Years 12 and 13)

Dress code for JBVI students is as follows:

Smart business wear <ul style="list-style-type: none">• Smart trousers / skirt• Shirts / blouses may be of any colour.• Ties are encouraged but are not required.• Smart cardigans / jumpers may be worn.• Smart shoes• No outdoor coats can be worn around school. A smart blazer style jacket is the only acceptable jacket to be worn around school.
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Some course / work-related clothing may be required in vocational or practical subjects.



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5. Jewellery

- Earrings: Pupils may only wear one pair of small stud earrings in ear lobes only.
Watch: A watch may be worn. Smart Watches are not permitted in school.
Other jewellery: No other jewellery is permitted.

6. Make-up

We want pupils to focus on their learning, and to get on well with others in their classes and at social times. We do not want to encourage an environment where pupils are competing in terms of their appearance or how “fashionable” they look.

It is not deemed necessary for pupils of any age to feel that they should wear make-up. However, pupils may apply ‘light touch’ make-up if they wish to do so. This change from the previous policy follows reasonable requests from pupils over several years. This means that pupils can wear make-up that is not noticeable to the observer. For example, light moisturising foundation, light mascara, clear lip balm.

Where a pupil abuses this privilege, and wears too much make-up, they will be provided with wipes and required to remove the excessive make-up. If this behaviour is repeated, further disciplinary sanctions will be applied due to the pupil refusing to follow the reasonable expectations of the school.

False eyelashes are not acceptable for school.

Pupils will often say that nail varnish is a way to express individuality and/or enhance the attractiveness of their hands. Many would like to wear bright and striking colours as fashions change. This is, like eye-catching make-up, not appropriate for the working environment of the school. We do not want to encourage an environment where pupils are competing in terms of their appearance or how “fashionable” they look.

As with make up, pupils can wear nail varnish in light, natural colours. Any bright colours, patterns, nail art or other extreme uses of nail varnish are not permitted and pupils will be required to remove this. Pupils undertaking certain subjects, particularly vocational subjects that are examined, will be expected to comply with industry standards for health and safety, which may involve a requirement to remove all nail varnish.

For health and safety reasons, acrylics (extensions or false nails) are not permitted at all. Acrylics pose risks for pupils undertaking practical work in many subjects and can be trapped or ripped moving around the school through doors and corridors, causing considerable pain and upset. They can cause harm to others in practical work, for example in drama or PE. If a pupil comes to school wearing acrylics they will be placed in the LRC to minimise the risk to themselves and others until the extensions are removed.



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7. Hair

No hair colours, other than natural colours, are allowed. Completely shaved heads or shaved patterns are not permitted for any pupil, unless medically required. Hair accessories should be plain, and match hair colour, or be black. Accessories should be discrete, not bright, colourful or too big. Fashions change rapidly in hairstyles, however, the school will take a view on what it considers to be an extreme hairstyle as these are not permitted in school. The Principal's decision in this matter is final.



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APPENDIX 1

Guidance to wearing uniform

In order to maintain our high standards of dress and the positive impact this has on our pupils' aspirations and work ethic, the following should be observed:

- White shirts must be able to tuck into the trouser line. Fitted blouses are not appropriate.
- Top buttons on the shirt will be buttoned at all times and must be covered by the tie.
- The appropriate House Tie will be worn and the length must not be adjusted.
- Ties that have been awarded to pupils who represent in county groups may be worn at the Principal's discretion. This must be requested by the pupil, and may be restricted to one day per week.
- Non-uniform items, such as outdoor coats, must be removed when inside buildings.
- Caps are not allowed on site, other headgear must be removed within the buildings, including hoods.
- Cardigans of any form are not part of the KS3 and 4 school uniform and should not be worn.
- Scarves of any form are not part of the school uniform and should not be worn. Headscarves may be worn for religious reasons, and must be plain navy, black or white.
- Belts are solely to hold the waistline of trousers/skirts and must fit through the loops on the clothing and be plain black in colour.
- The only jewellery acceptable are stud earrings, one in each ear, and a watch. No other jewellery is acceptable. Facial piercings are not acceptable. Smart watches are not permitted in school.
- Shoes must be plain black leather (or leather look) and not come beyond the ankle. In adverse weather pupils may come to school in boots and change into appropriate shoes on arrival. In this instance, boots must be stored in a pupil's locker during the day. Only flat heels under 2cm are allowed. Platforms, trainers, skate shoes, plimsolls, sandals, Kickers, Vans and fashion shoes are not allowed. No other colour should be shown on the shoe and no brand logo must be visible. Fashions in footwear change rapidly and guidance should be sought from the pastoral team in school.
- During winter months, boots may be worn to school if they fit under trousers.

If pupils are not wearing the correct uniform they will be asked to wear items of uniform provided by the school, or home will be contacted to bring in the correct uniform. Wearing correct uniform is a reasonable expectation of all pupils, and therefore, if pupils do not comply with the uniform policy, or refuse to wear items provided by the school, they will be required to work in the LRC for refusing to follow the reasonable expectations of the school. When they choose to comply again they will move back in to the school.