

# WOODBIDGE HIGH SCHOOL



## Uniform and Equipment Policy

Uniform must be worn in school, to and from school and at official functions organised by the school. We believe that with **ALL** pupils in uniform, we can best reach these objectives of substantial achievement in an orderly atmosphere. Furthermore the appearance and general conduct of pupils makes an impression on the community and parents are asked to co-operate in ensuring that this impression is a favourable one.

In cases of financial need, parents may apply to the Borough for assistance towards the cost of school clothing.

**CHILDREN COMING TO SCHOOL IN UNACCEPTABLE UNIFORM WILL BE SUPPLIED WITH THE CORRECT UNIFORM / PLIMSOLLS FROM WYNNDALE OFFICE.** Since changing fashions may make it necessary to specify in detail what is acceptable, the school's decision is final. Inappropriate items will be confiscated.

All items of uniform and equipment should be **NAMED**. The School cannot accept any liability for loss or damage to clothing or equipment incurred on the school premises.

### Uniform, Clothing and Appearance

Black blazer with school badge	
School tie	<i>All students must wear ties. Five stripes must be visible.</i>
White plain school shirt	<i>Top button must be done up. No blouses or camisole tops</i>
Black tailored school trousers or black A-line knee length school skirt	<i>No denim, no skinny/stretch trousers, no patch pockets, no undergarments showing. Skirts must not be rolled. No PE skirts</i>
Black V-Neck long-sleeved plain pullover (optional)	<i>No sweatshirts, no cardigans, no logos apart from school badge</i>
Black leather shoes with black soles and black laces	<i>No trainers, no designer trainers, no high heels, no canvas / boat shoes, no white crepe shoes, no patent shoes, no boots, no coloured laces.</i>
White or black socks	<i>Must be below the knee, no patterns</i>
Flesh tone or plain black tights	No patterns
Outdoor coat	Black or navy, plain. No writing or patterns
<b>School PE Kit:</b> White PE polo shirt with school logo Black shorts <u>or</u> black school tracksuit bottoms Black school tracksuit top (optional) Trainers Sports socks	<i>Trainers must be worn for PE only</i>

<b>Appropriate Jewellery</b>	<i>One small earring (1 cm in diameter) or stud per ear. Must not protrude. No other body piercings, (including eyebrows, nose studs, tongues etc.) are allowed. No visible tattoos / fake tattoos allowed. No rings, bracelets, necklaces, etc. should be worn. Watches may be worn but not during exams.</i>
<b>Haircuts</b>	<i>Hair should not be worn extremely short (number 1 cut) and should not include stripes/patterns. Hair should not be unduly attention seeking (colour etc.) and should not include excessive hair accessories.</i>
<b>Hoodies and caps</b>	<i>Never allowed in school at any time</i>
<b>Make-up</b>	<i>Should not be worn at all in Years 7-9 and only small / subtle amounts in Years 10-11. This includes minimal eye liner, foundation and mascara. No fake eye lashes. Pupils will be expected to remove excessive make-up.</i>
<b>Contact Lenses</b>	<i>Lenses must be clear only. Coloured lenses are not allowed.</i>
<b>Nails</b>	<i>No false nails. Only clear nail varnish permitted</i>
<b>Badges</b>	<i>Only badges issued by the school should be worn on lapels</i>
<b>Headscarves</b>	<i>Plain, black, unpatterned headscarves may be worn (no tassels, logos, fringes or brightly coloured clips). White headscarves may be worn in the summer term. The face must not be obscured in any way</i>

**Please reinforce the expectation that your child should:**

- arrive / depart school in full uniform (including blazers, black shoes, etc.)
- be in full uniform at all times inside the school buildings (corridors, classrooms, etc.), including the wearing of blazers and black shoes
- arrive / depart at assemblies wearing blazers

The school will advise of days (usually in the second part of the summer term) when blazers need not be worn at all times in the school.

**Equipment**

The pupils should arrive at school sensibly equipped for the day. Please support the pupils and the school by noting:

- Electronic items, other than mobile telephones for emergency use, should not be brought into school. Mobile telephones, if brought into school, must be switched off and kept in students' bags. They may only be switched on and used with the express permission of a member of staff. Details of the

acceptable use of mobile phones are set out in the school's **Acceptable Use of Mobile Telephones Policy**.

- Bags – should be big enough to contain an A4 size folder, all exercise books, journals and equipment, NO HANDBAGS
- Pencil cases – these should include pens, pencils, ruler, rubber
- Water – pupils may wish to bring their own or we supply a bottle that they can fill from the water fountains. Water is freely available in both canteens at lunchtime. In addition, bottled / packaged water is available for purchase. No fizzy drinks, including sports energy drinks, are allowed in school.

The school will not take action to investigate the theft or loss of electronic items that have been brought into school. In accordance with the **Acceptable Use of Mobile Telephones Policy**, the school accepts no responsibility for replacing lost, stolen or damaged mobile phones. Parents or carers who allow students to bring mobile phones to school must accept that staff cannot spend time investigating or searching for lost or stolen mobile phones.

### **CONFISCATION AND SANCTION**

All pupils will be made aware of the arrangements during the school year, most particularly in the first term. Pupils who choose to disobey the uniform and equipment expectations will be sanctioned for deliberate defiance of school rules. This will be done in the context of the school's published sanctions procedures.

It is appropriate for the school to confiscate items of inappropriate clothing or equipment that have been worn or brought to school in defiance of these expectations. All items of clothing will be kept by the teacher/member of staff confiscating. The pupil will be informed that an item is being confiscated and that the item is not permitted in the school. The pupil will be given a reasonable time when the item can be collected. Under normal circumstances this should be within 24 hours.

**Agreed via Chair's Action by the Chair of the Full Governing Body on 9<sup>th</sup> May 2018 and confirmed by the PDC on 7<sup>th</sup> November 2018 and C&S Committee on 13<sup>th</sup> November 2018.**

**Reviewer: Mr Hogan (Deputy Headteacher)**

**Date of Next Review: Autumn 2019**