WOODBRIDGE HIGH SCHOOL

Uniform and Equipment Policy

September 2026

1. General Information and Expectations

1.1 The uniform is an important part of our identity as a school. Uniform must be worn in school, to and from school and at official functions organised by the school. We believe that with all students in uniform, we can best reach our objectives of high achievement in an orderly atmosphere. The appearance and general conduct of students makes an impression on the local community and parents are asked to co-operate in ensuring that this impression is a favourable one.

1.2 This policy is compliant with the Statutory Guidance on the Cost of School Uniforms (July 2026). There are four compulsory branded items for students in Y7-11 at Woodbridge:

- Black blazer with school badge
- School tie
- White T-Shirt with school badge
- Black quarter zip tracksuit top with school badge

1.3 In addition to this, we have made the school uniform as simple as possible so that most items can be purchased at low cost from any clothing retailer. Blazers and ties are available from a range of local school uniform and clothing suppliers. Badges are available to iron on to generic black blazers, which may be cheaper. PE kit items are available from SchoolSports4U, at a reduced rate with students' initials embroidered free.

1.4 In cases of financial need, the school is also able to support parents by supplying all items of school uniform free to those in need from our second-hand stocks, including blazers and ties. The school also holds a stock of PE kit for purchase at a reduced rate from the finance office, or to be given to parents for free if they are in need. It may also be the case that parents can apply to their Local Authority for assistance towards the cost of school uniform.

1.5 Students coming to school in unacceptable or incorrect uniform will be supplied with the correct uniform and / or plimsolls by the school 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.

1.6 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.

1.7 This policy applies to years 7-11. The Sixth Form Dress Code is set our separately. Parents are asked that they ensure students are in full uniform on the way to, from and in school.

1.8 During periods of hot weather, adjustments to the uniform requirements may be made by the Headteacher. Such adjustments may include removing the requirement to wear and / or bring blazers to school, removing the requirement to wear ties, and removing the requirement to tuck in shirts. Specific adjustments will be notified to students and parents as appropriate.

2. Required Uniform for Years 7-11

2.1 Uniform for Years 7-11

Item Required	*Notes*
Black blazer with school badge	*Badges which can be ironed on to any black blazer can be purchased from school or uniform retailers.* *Blazers must be worn to, from and around school. This requirement may be adjusted during periods of hot weather, and students and parents will be notified if this occurs.*
School tie	*All students must wear ties. Five stripes must be visible.* *Ties can be purchased from school or uniform retailers.*
White plain school shirt	*Top button must be done up and shirts must be tucked in.* *Shirts can be long- or short-sleeve. No blouses or camisole tops which cannot be worn with a tie.*
Black tailored school trousers or **Black tailored school shorts or** **Black knee-length school skirt**	*Trousers, shorts or skirts must not be skinny or tight-fitting. Skirts must not be rolled.* *No PE skirts, leggings, jeans or denim.* *Undergarments must not be showing.* *Tailored school shorts (not PE shorts) may be worn at any time of year.*
Black V-Neck long-sleeved plain pullover (optional)	*No sweatshirts, no cardigans and no logos apart from school badge.* *Pullovers / jumpers do not have to have the school badge if worn, but must be v-neck.* *No hoodies or branded jumpers.*
Black leather shoes with black soles and black laces	*No trainers, no high heels, no canvas shoes, no high boots, no coloured laces.*
White or black socks	*Must be worn below the knee, no patterns.* *'Leg warmers' are not allowed*
Flesh tone or plain black tights (optional)	*No patterns and tights must not be torn or ripped*
Outdoor coat (optional)	*Appropriate coat suitable for school.* *Hoodies or tracksuit tops may not be worn instead of a coat.*

3. Required PE Kit

3.1 PE Kit for Years 7, 8 and 9

Item Required	*Notes*
White T-Shirt with school badge	*T-shirts can be purchased from SchoolSports4U. Initials are not compulsory but are available for no extra charge from SchoolSports4U.*
Black quarter zip tracksuit top with school badge	*Tracksuit tops can be purchased from SchoolSports4U. Initials are not compulsory but are available for no extra charge from SchoolSports4U. Other top layers are not allowed.*
Black shorts or Black track bottoms or Black skort	*Any appropriate plain black bottoms may be worn. These do not have to have the school badge.*
White sports socks	
White long socks	*For certain activities*
Shin pads	*For certain activities.*
Mouth guard	*For certain activities.*
Trainers	*Trainers may be worn for PE only.*
Optional Items: Boots (moulds or studs) Base layer Winter hat Gloves	*These items are all optional.*

3.2 PE Kit for Years 10 and 11

Item Required	*Notes*
White T-Shirt with school badge	*T-shirts can be purchased from SchoolSports4U. Initials are not compulsory but are available for no extra charge from SchoolSports4U.*
Black quarter zip tracksuit top with school badge	*Tracksuit tops can be purchased from SchoolSports4U. Initials are not compulsory but are available for no extra charge from SchoolSports4U. Other top layers are not allowed.*
Black shorts or Black track bottoms or Black skort	*Any appropriate plain black bottoms may be worn. These do not have to have the school badge.*
White sports socks	
Trainers	*Trainers may be worn for PE only.*
Optional Items: Boots (moulds or studs) Base layer Winter hat Gloves	*These items are all optional.*

3.3 For students studying GCSE or CNAT PE, some items of additional PE kit may be required. The school can support with the purchase of these if necessary, and these items will be supplied free to students in receipt of Free School Meals.

3.4 Parents in financial difficulty should contact the school and we can support with the supply of new PE kit if needed.

4. Other Uniform and Appearance Requirements for Years 7-11

4.1

Item	*Notes*
Appropriate Jewellery	*Two small earrings (max 1.5cm in diameter) or studs per ear. One stud in the side of the nose and / or one small nose ring are allowed. No other visible body piercings (including large or multiple nose rings, eyebrows, tongues etc.) are allowed.* *Chains or necklaces may be worn under shirts.* *One ring and one bracelet may be worn.* *Non-smart watches may be worn but not during exams.* *Piercings and other jewellery must be removed or covered for PE and some other practical activities.* *No visible tattoos / fake tattoos allowed.*
Hair	*Excessive hair accessories should not be worn.* *Long hair must be tied back for PE and some other practical activities.*
Hoodies and other non-uniform jumpers or coats	*Never allowed in school at any time and will be confiscated if worn.*
Religious Head Coverings	*Plain, black or white, un-patterned hijabs or headscarves may be worn.* *Plain black or white taqiyahs, kippahs or turbans may be worn.* *The face must not be obscured in any way by any religious head covering. There should be no tassels, logos, fringes or brightly coloured clips.*
Caps, hats and other non-religious head coverings	*Never allowed in school at any time and will be confiscated if worn, unless the student has an exemption.* *On cold days, students may wear hats outside.* *On very hot days, students may be allowed to wear appropriate sunhats or caps outside only.*
Make-up	*Small and subtle amounts of make-up are allowed. This includes minimal eye liner, foundation and mascara. Discrete false eyelashes are allowed.* *Students will be expected to remove excessive make-up.*
Contact Lenses	*Lenses must be clear only. Coloured lenses are not allowed.*
Nails	*Nails or false nails must be plain / natural coloured and not excessively long.*
Badges	*Appropriate badges as issued or approved by the school may be worn on blazer lapels, including those denoting requested pronouns.* *Badges denoting political campaigns are not allowed.*

5. Required Equipment for Years 7-11

5.1

Item Required	*Notes*
School bag	*Big enough to contain an A4 size folder, all exercise books, planner and equipment, and so handbags are not appropriate.*
Exercise books and textbooks issued by the school	*Students should bring all the equipment they need to school each day, including the correct exercise books and textbooks.*
Clear Pencil case	*Pencil cases must contain:* *- black pen* *- green pen* *- pencil* *- rubber* *- ruler* *- whiteboard pen* *- protractor* *- compasses* *All students joining in year 7 will be issued with a pencil case containing these items.* *Missing items can be obtained from the school library for a small fee.* *Pencil cases must be clear to comply with exam regulations.*
Scientific calculator	*Appropriate calculators can be purchased from school.*
Water Bottle	*Students should bring their own bottle to fill from the bottle refilling stations around the site.* *Water is freely available in both canteens at lunchtime.* *No non-school compliant fizzy drinks, including sports energy drinks, are allowed in school.*

5.2 Students studying some subjects at GCSE or A Level may need additional equipment. The school can support with the purchase of this if necessary, and this equipment will be supplied free to students in receipt of Free School Meals.

5.3 Students are required to have the correct equipment before the day starts. There is a stationery shop in the library which is open every morning and sells all the basic items. Calculators and maths sets are available from the finance office.

5.4 Teachers will check basic equipment every lesson. Students will be asked to put their equipment on the desk. If students do not have the correct equipment, Behaviour Points will be issued.

6. Banned Items

6.1 Items which are not allowed in school are set in the school's **Behaviour Policy**. This includes but is not limited to smartphones for years 7-9, suspected stolen property, knives or weapons (real or pretend), alcohol, illegal drugs and drug paraphernalia, tobacco, cigarette papers, vapes and vaping liquid, lighters, fireworks, pornographic images, bangers or snaps, party poppers, water balloons, laser pointer and spray paint.

7. Electronic Devices

7.1 Electronic devices, other than mobile telephones for emergency use or devices which students use for learning in class, should not be brought into school. This includes smart watches, gaming devices, Bluetooth speakers and other similar devices. Headphones and AirPods (or similar) must not be worn in school.

7.2 Mobile telephones, if brought into school for emergency use, must be switched off and kept in students' bags. Students in years 7-9 may not bring smartphones to school and any phone brought to school must be a 'dumb' phone. Mobile phones 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 **Behaviour Policy.**

7.3 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 **Behaviour Policy**, the school accepts no responsibility for replacing lost, stolen or damaged mobile phones. Parents or carers who allow students to bring mobile phones of any type to school must accept that staff cannot spend time investigating or searching for lost or stolen mobile phones.

8. Sanctions for Non-Compliance

8.1 All students will be made aware of the arrangements for uniform and equipment at the start of and during the school year. Students who choose to disobey the uniform and equipment expectations will be sanctioned for non-compliance with school rules. This will be done in the context of the school's published sanctions procedures.

8.2 It is appropriate for the school to confiscate items of inappropriate clothing or equipment that have been worn or brought to school contrary to expectations. All items of clothing will kept by the teacher/member of staff confiscating. The student will be informed that an item is being confiscated and that the item is not permitted in the school. The student will be given a reasonable time when the item can be collected. Under normal circumstances this should be within 24 hours. See also the school's **Behaviour Policy** for further information on other items that are banned in school and the possible consequences.

8.3 If mobile telephones, smartwatches or headphones / AirPods (or similar) are seen or heard anywhere on the school premises they will be confiscated immediately in line with our **Behaviour Policy.** They will be returned at the end of the next school day. Student refusing to comply with this confiscation will receive a sanction for defiance in line with the **Behaviour Policy**.

Reviewer: Steven Hogan (Headteacher)

Approval: Approved by C&S Committee on 05 November 2026

Date of Next Review: Autumn 2027