

SUTTON GRAMMAR SCHOOL



SCHOOL UNIFORM POLICY

Staff member with responsibility:	Ben Cloves, Headmaster
Reviewed by:	Board of Trustees
Policy Agreed date:	July 2023
Next review date:	July 2026

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 request changes to swimwear for religious reasons
- 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 Marie Brass (mbrass4@suttonmail.org) who can answer questions about the policy and respond to any requests

3. LIMITING THE COST OF SCHOOL UNIFORM:

Our school has a duty to make sure that the uniform we require is affordable, in line with statutory [guidance](#) from the Department for Education on the cost of school uniform.

We understand that items with distinctive characteristics (such as branded items, or items that have to have a school logo or a unique fabric/colour/design) cannot be purchased from a wide range of retailers and that requiring many such items limits parents' ability to 'shop around' for a low price.

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. The only distinctive items which are compulsory are the Sutton Grammar School blazer, the school tie and sports kit. The only distinctive compulsory items of sports kit are the football jersey, socks, the PE T-shirt (house colour) and tracksuit.
- Avoiding specific requirements for items pupils could wear on non-school days, such as coats, bags and shoes

- Keeping the number of optional branded items to a minimum, so that the school's uniform can act as a social leveler
- Having retained the different blazer colours for KS3 and KS4 we will endeavour to publicise and incentivise the use of the school's second hand uniform around this transition.
- Avoiding different uniform requirements for extra-curricular activities (cricket is an exception)
- Considering alternative methods for signaling differences in groups for interschool competitions, such as creating posters or labels
- Making sure that arrangements are in place for parents to acquire second-hand uniform items through the regular sales at school organised by the Sutton Grammar School Parents' Association; and advertised through the school newsletter and the school website
- Subsidising for Pupil Premium students
- Avoiding frequent changes to uniform specifications and minimising the financial impact on parents of any changes

4. EXPECTATIONS FOR SCHOOL UNIFORM

4.1 Our School's uniform:

Information about the school uniform and sports kit can be found on the school website.

4.2 Where to purchase it:

Some uniform items are unique to Sutton Grammar School and can be purchased from Cladish & Co Ltd.

Their shop address is:
29-31 Woodcote Road
Wallington
Surrey
SM6 OLH

Telephone (school dept): 0208 669 9992
Email general: cladishwallington@yahoo.co.uk

www.cladishsports.co.uk

Many items of uniform (e.g. white shirts and charcoal trousers) can be bought from either from Cladish or from other high street retailers.

In addition, the Sutton Grammar School Parents' Association arranges 'nearly new' uniform sales once every half-term and on key occasions throughout the school year (e.g. Sports Day). These are advertised in the school newsletter and on the PTA section of the school website.

5. EXPECTATIONS FOR OUR SCHOOL COMMUNITY:

5.1 Students

Pupils are expected to smart and tidy wearing 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)

Pupils are also expected to contact Marie Brass (mbrass4@suttonmail.org) if they want to request an amendment to the uniform policy in relation to their protected characteristics.

5.2 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 Marie Brass (mbrass4@suttonmail.org) 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.

5.3 Staff

Staff will closely 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.

Ongoing breaches of our uniform policy will be dealt with in line with the school's behaviour policy.

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

5.4 The Trust

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 five years.

6. MONITORING ARRANGEMENTS:

This policy will be reviewed every three years by the Head. At every review, it will be approved by the Trust.

7. LINKS TO OTHER POLICIES:

This policy is linked to:

- Behaviour, Rewards and Sanctions Policy
- Equality information and objectives statement
- Anti-Bullying Policy
- Complaints Policy

APPENDIX 1

School Uniform List

Blazer

Years 7 to 9 - Maroon blazer with a SGS embroidered logo.*

Years 10 to 11 - Black blazer with a SGS embroidered logo.*

Trousers

Plain dark charcoal or black trousers.

Shorts

Students in Years 7 to 9 can wear smart school shorts in black or charcoal grey during the summer term.

Shirt

Plain white collared shirt (long or short sleeves) tucked into trousers

School Tie*

SGS school tie in House colour -

Warwick – Yellow

Throwley – Orange

Manor – Blue

Lenham – Red

Greyhound – Green

Jumper

Years 7 to 9 - Plain grey V-neck, with* or without school logo.

Years 10 to 11 – Plain black V-neck.

Shoes

Plain black, fully enclosed shoes – No boots, trainers, plimsolls or canvas shoes or leather shoes carrying an explicit sports logo.

Socks

Black or dark grey, not white.

Coats

There is no uniform coat. If students wear a coat or raincoat, it must be worn over the blazer (and not instead of it). Rainproof or waterproof coats with a full zip are permitted, irrespective of their thickness, but must be large enough to comfortably fit over the blazer. Leather, suede or denim coats/jackets are not permitted.

Lab Coat

Long white Lab Coat.

School backpack/bag

Large enough to fit an A4 folder and other equipment needed.

PE Kit

KS3 students can wear PE kit to school on the day they have games afternoon.

Football shirt*

With SGS logo

Football Shorts

Black in colour

PE Socks

Long red socks for football

White short PE socks

House PE Shirt*

In House colour, SGS logo and initials of student embroidered on -

Warwick – Yellow

Throwley – Orange

Manor – Blue

Lenham – Red

Greyhound – Green

Tracksuit*

School tracksuit jacket and trousers with school logo.

PE Footwear

Football boots

Non-marking trainers

Swimming trunks

Black in colour

Sixth Form Uniform (For full Sixth Form dress code see appendix 2)

Smart business-like attire, including a jacket.

Headwear

Headscarves and religious headwear may be worn (for religious purposes only) and students with afro hair are permitted to wear a plain dark coloured Durag.

Hair

Students are expected to present with tidy hair of natural colours. Any student with long hair must be prepared to tie back their hair for practical activities.

Our school has adopted the Halo Code. Further information can be found here:

<https://halocollective.co.uk/halo-code-school/>

Facial Hair

Facial hair should be tidy and well kempt.

Make-up

Natural make-up and clear nail varnish is permitted. False or extended eyelashes, or acrylic/extended nails are not permitted.

Jewellery

Discreet jewellery may be worn, a single plain stud earring in each ear. Bracelets are permitted for religious reasons. No rings. All jewellery must be removed for PE lessons, to comply with health and safety requirements. Valuables are worn at own risk.

Lanyards

Lanyards must be worn at all times for safeguarding.

Other

No hats, gloves, scarves or sunglasses to be worn indoors.

Shirt sleeve order

Shirt sleeve order will apply in the sixth half term, or sooner if decided by the Head.

Shirt sleeve order means no blazer or tie and top shirt button undone. Students can wear short-sleeved shirts and long-sleeved shirts can be turned up three times. All shirts must be tucked in. The alternative choice of the student is to remain in full school uniform.

School uniform decisions (including hair, makeup, jewellery, clothing and footwear) are primarily made in line with this document and on the basis of what is considered 'appropriate for a formal school setting'. The definition of this is entirely at the discretion of the Headteacher and Deputy Headteacher.

*Items to be purchased from Cladish.

APPENDIX 2

Sixth Form Dress Code

Sixth Formers are role models for younger students and the manner in which they present themselves should reflect their senior position in the school. The school is a professional environment, and as such, there is a strict business dress code for all Sixth Formers. Guidelines on what comprises business dress can be found below. There are also guidelines for appropriate dress for involvement in sports and games, which will be outlined by the PE department.

Suit	<ul style="list-style-type: none">• A suit jacket or tailored blazer (unless shirt sleeve order)• Business style, tailored trousers, skirt, or dress.• Skirts should be formal, structured, and appropriate for a business environment.
Shirt	<ul style="list-style-type: none">• A buttoned, collared shirt and tie, smart top, or smart blouse.• No T-shirts or polo shirts.
Jumper	<ul style="list-style-type: none">• Optional plain jumper or cardigan in a fine weave• No hoodies, sweatshirts, or oversized knitwear.
Coat / Jacket	<ul style="list-style-type: none">• Plain colours with no large motifs.• Leather, suede or denim coats/jackets are not permitted.
Shoes	<ul style="list-style-type: none">• Formal shoes in muted colours.• Sensible heels may be worn.• No trainers or boots with large cushioned soles.
Hair	<ul style="list-style-type: none">• Hair should be of natural colours, well kempt and clean.• Any student with long hair must be prepared to tie back their hair for practical activities.• Facial hair should be tidy and well kempt.
Headwear	<ul style="list-style-type: none">• Headscarves and religious headwear may be worn (for religious purposes only) and students with afro hair are permitted to wear a plain dark coloured Durag.
Jewellery	<ul style="list-style-type: none">• Discreet jewellery may be worn, a single plain stud earring in each ear and/or nose. Bracelets are permitted for religious reasons. No rings.• All jewellery must be removed for PE lessons, to comply with health and safety requirements.• Valuables are worn at own risk.• Headphones or Airpods cannot be worn around the school site unless on the top floor of the sixth form building or in the library.
Make up	<ul style="list-style-type: none">• Natural make-up and clear nail varnish is permitted.• False or extended eyelashes, or acrylic/extended nails are not permitted.
Lanyards	<ul style="list-style-type: none">• Lanyards must be worn at all times for safeguarding.
Other	<ul style="list-style-type: none">• No hats, gloves, scarves or sunglasses to be worn indoors.• No visible tattoos.

Students not adhering to the dress code will be dealt as outlined below, with staggered sanctions for students who breach the behaviour policy:

Non-compliant uniform – Behaviour point and 20 minute same day detention

Third infraction – Additional HOY detention / removal of exeat / uniform report

Students will be given suitable attire to borrow from the Head of Year for the day if their uniform is not appropriate for school.

The final decision in relation to the smartness and appropriateness of student attire, should it come into question, rests with a member of the Sixth Form team.