



# Uniform Policy

# Academy Uniform Policy

At Sir Christopher Hatton Academy, all students are 'Dressed for Excellence'. Students' uniform is an important aspect in reflecting our ethos of high standards of work and behaviour. Our distinctive uniform aims to give a corporate and shared appearance for students and sets the scene for a business-like approach to the Academy Day. Students wear their uniform with pride and it is a vital pillar in how we build a culture of belonging across the Academy.

Our uniform is not gender specific. That means that these rules apply to all students equally.

We request that parents and carers support our Uniform Policy by ensuring that their child/children are Dressed for Excellence and support the Academy in the use of sanctions for non-compliance. **Compliance with the Academy's Uniform Policy forms part of the Home and Academy Agreement as part of the admission process.**

The Academy hosts a Swap or Shop Event twice a year to enable families to purchase pre-loved items of uniform. Parents and carers who have any financial difficulty in providing the required uniform please contact your child's Head of Year.

Although the requirements of students' dress are set out as clearly as possible in this policy, occasionally anomalies occur. **If you require any clarification regarding what is or is not acceptable, please contact your child's Head of Year. If in doubt, please consult us before purchasing items.** In all cases, the Co-Principals' decision about what constitutes acceptable uniform is final.

## Requirements Year 7 – 11

Academy branded items can be found underlined and in **bold** below – these items must be purchased from the Academy website and cannot be substituted for any other item. Underlined items should be purchased via the [Academy website](#); all other items can be purchased outside the Academy.

### Main Uniform

- **Academy blazer with embroidered Academy crest – this must be worn around school and to all lessons**
- **Academy clip-on tie with house colour and Academy crest**
- **Black Academy jumper** - optional item, but if a jumper is worn it MUST be the branded option
- **Plain white shirt with stiff collar buttoned to the neck**
- **Knee Length Black Tailored Skirt** – skater skirts, denim, lycra or similar stretchy material are not permitted. All skirts worn **must** be knee length
- **Black smart and tailored straight leg trousers** – flared, denim, lycra or similar stretchy material are not permitted
- **Plain black socks or plain black tights (below the knee)** – socks with visible logos or decoration are not permitted
- **Formal black polish-able shoes or ankle boots** - If students choose to wear boots, they may not extend above the ankle and must not have steel toe-caps

Please note: Shirts must be tucked in at all times. Trousers should not be flared, tight fitting or of denim/jersey/lycra material and if a skirt is worn, it must adhere to the above specifications.

## Physical Education Kit

- **Blue polo shirt with emblem** – compulsory item and cannot be substituted
- **Black shorts with emblem** – Academy branded shorts are optional – plain black shorts **without a logo** can be worn instead of branded option. Cycling or lycra shorts are not permitted
- **Trainers or appropriate footwear such as football boots** - not pumps or canvas shoes

## Optional PE Kit

- **Black sports jumper with emblem** - optional item
- **Black tracksuit bottoms** - optional item
- **Plain black leggings may be worn under Academy emblem black shorts, or plain black shorts** – leggings may not be worn instead of shorts

Please note: all students must remove all items of jewellery during P.E, Dance and Sport-related Enrichment lessons. The Academy takes no responsibility for accidents or injuries that occur during PE where items of jewellery have not been removed. The PE department take no responsibility for lost or misplaced jewellery, the changing rooms are locked during lessons and no students are left unattended in them.

If a student refuses to remove their jewellery or does not cover it up with their own tape, forgets P.E kit/ does not have correct kit then this will be sanctioned as a 'refusal to follow instruction'. In the first instance the student will be given a warning, and in subsequent instances a HoY Reflection will be set. This system will reset after each long term.

If a student is injured or too ill to take part in a P.E, Dance or Sport-related Enrichment lesson we will require a note which is signed and dated by a parent/carer for each missed lesson (unless it is a long-term reason that has been agreed with the academy's medical team). A student is still required to bring P.E kit and get changed for the lesson so they are able to take part in a leadership role.

## Coats

Coats and jackets must be one colour and any branding must be kept to a minimum. We recommend that coats and jackets are weatherproof and keep students protected in times of adverse weather.

Please note: suede jackets, denim jackets, leather jackets, hoodies, tracksuit tops and sports jumpers are not permitted.

## Jewellery

Students are permitted to wear following items of jewellery:

- Two small studs may be worn in each ear
- One nose stud may be worn
- Hoop earrings (of any size) and dangly earrings are not permitted.
- One necklace may be worn however it must be kept inside the shirt collar and must not be visible
- One small ring may be worn on each hand
- One watch and one bracelet may be worn

All items of jewellery must be removed for P.E, Dance and Sport-related Enrichment lessons.

**All other visible piercings must be removed.** Where excessive jewellery is worn, students will be expected to remove it and can expect to receive a sanction from our Behaviour for Life policy. These items of jewellery will be held at student reception for students to collect at the end of the Academy Day.

The Academy recommends that parents/carers do not permit their child/children to wear expensive, valuable or sentimental items of jewellery in school. The Academy will not be held responsible for loss of any personal items on Academy premises.

### **Accessories**

In cold weather, scarves, gloves and hats may be worn **outside** of Academy buildings and in hot weather, caps may be worn outside of Academy buildings. All items must be **plain and neutral in colour and branding should be kept to a minimum.**

Only Academy issued badges are permitted to be worn on items of uniform. Any badges worn that have not been issued by the Academy will be confiscated and held at Main Reception for students to collect at the end of the day.

### **Hair & Make-Up**

Hair must be cut in a formal style. If hair is coloured, only natural colours should be used. No tramlines or patterns should be shaved into hair/eyebrows. As a general guide, hair styles should be as natural as possible. If you are unsure if a particular hairstyle will be permitted by the Academy, please contact your child's Head of Year prior to the restyling taking place. Long hair must be tied back for practical lessons. Hair accessories (including hair bobbles and hair bands) should be **plain and discreet.**

Make-up may be worn; however, it should be kept to a minimum and the effect created must be as 'natural' as possible.

Students wearing make-up that does not create a 'natural' look may be asked to remove all make up with wipes provided.

Nails must be kept to a reasonable length to allow effective, safe participation in PE and practical subjects. False/acrylic and extended nails are therefore not permitted. Students are permitted to paint their nails however neon colours are not permitted.

Our Academy champions the right of students with Afro-textured hair to embrace all Afro-hairstyles. We acknowledge that Afro-textured hair is an important part of our Black students' racial, ethnic and cultural identities, and requires specific styling for hair health and maintenance.

We celebrate Afro-textured hair worn in all styles including, but not limited to: afros, locs, twists, braids, cornrows, fades, hair straightened through the application of heat or chemicals, weaves, wigs, headscarves, and wraps. Please note that the hair styles selected should meet the other elements of our hair policy (i.e. natural colours should be used, no use of tramlines etc) and hair must also be tied up for health and safety reasons: such as during PE lessons and sporting activities; when in science labs or design and technology lessons; and to avoid trip hazards: students should follow staff instructions on when this is required.

Any head coverings worn for Afro-textured hair should be for the purpose of protecting/maintaining the style selected. They should be plain black in colour (without patterns, logos or branding), and be fitted (tight to the hairstyle/head). Any additional material (such as the tail of a durag) should be as short as possible and tucked in (e.g. to the shirt collar). If you are unsure as to whether a particular style of head-covering is

policy-compliant we recommend that you seek permission from the Co-Principals before purchasing or wearing it: the final decision on whether a head-covering is compliant with our policy rests with the Co-Principals.

## **Tattoos**

Under the Tattooing of Minors Act 1969, it is a criminal offence to tattoo anyone under the age of 18 years. With this in mind the Academy does not expect pupils to have any tattoos. In a situation where a pupil does have a tattoo they will be asked to cover it.

## **Religious dress**

Religious headwear should be black and no longer than shoulder length, and must not obscure the face. Requests for other religious dress not covered in this policy should be made to the Governing Body in writing for consideration, with reasons given.

## **Banned Uniform Items**

- No visible piercings other than those noted in the 'Jewellery' section above
- Tight fitting trousers and skirts (including pencil skirts) are not permitted
- Trousers and skirts of demin, jersey or lycra material are not permitted
- Leggings, jeggings, jeans, chinos or culottes are not permitted
- Boots above ankle length are not permitted
- Suede, canvas and other non-polish-able material shoes and boots are not permitted
- Denim jackets, suede jackets, tracksuit tops and jackets, non-Academy jumpers, cardigans, leather/leather-style jackets and hoodies (zip up and pull over) are not permitted
- Coats and jackets with inappropriate logos are not permitted
- Caps and hats are not permitted
- Acrylic, false and extended nails are not permitted
- Tattoos, including henna tattoos, are not permitted. With the exception of mehndi worn to the lower arms or hands at times of religious or cultural significance.

## **Compliance**

Where the student is non-compliant, the situation will be managed in accordance with the Academy's Behaviour for Life Policy.

One or more of the following sanctions may be used:

- Parents/carers will be contacted, and may be requested to bring the appropriate items into the Academy to ensure compliance with this policy.
- Students may be placed in Reset for the day, away from other students, and will be set work away from their usual classes.
- If students forget an item of uniform, they will be supplied with items of loan uniform to wear for the day e.g. tie and expected to wear it. Student will be required to swap a personal item for the uniform. Non-compliance will result in students being placed in Reset.
- If students are wearing the incorrect footwear they will be required to change into plimsolls or shoes provided by the Academy for the day. Non-compliance will result in students being placed in Reset.
- Students who are loaned items of uniform for the day will be expected to complete a Responsibility detention at lunchtime on the same day (see Behaviour for Life Policy) and for repeat infringements will be expected to complete a Reflection after school

- For persistent non-compliance, the Academy's Behaviour for Life Policy will be applied

### **Requirements for Sixth Form**

Sixth Form students are role models to the rest of the Academy and in addition to their outstanding behaviour, attitude and ethos, are also expected to set an example through their high standard of business-like dress and the way in which they present themselves.

To reflect our academic, attendance and punctuality expectations, Sixth form students are required to wear smart business dress at all times.

### **Requirements Year 12 & 13**

- Smart, business wear suit blazer or jacket
- Smart, business wear jumper
- Smart, business wear shirt with stiff collar buttoned to the neck
- Smart, business wear turtle neck shirts
- Smart, business wear tie
- Smart, business wear trousers
- Smart, leather or suede style shoes
- Smart, business wear suit blazer or jacket
- Smart, business wear cardigan or jumper
- Smart, business wear shirt, blouse or top
- Smart, business wear trousers
- Smart, business wear skirt or dress – reaching the knee at a minimum
- Smart, leather or suede style shoes – heels must be 5cm or below

Please note: Shirts must be tucked in at all times. Images of appropriate uniform styles have been included in the appendix.

### **Lanyard**

Students must wear the Academy issued lanyard and Student ID at all times.

### **Coats**

Coats and jackets must be one colour and any branding must be kept to a minimum. We recommend that coats and jackets are weatherproof and keep students protected in times of adverse weather.

Please note: suede jackets, denim jackets, leather jackets, hoodies, tracksuit tops and sports jumpers are not permitted. If these are worn on the way to the Academy, they must be removed prior to arriving at the Main Gates and stored away for the duration of the Academy Day.

### **Jewellery**

Students in the VI Form may wear discreet and minimal jewellery. This does not include visible nose rings.

All items of jewellery must be removed for P.E, Dance and Sport-related activities.

The Academy recommends VI Form students do not wear expensive, valuable or sentimental items of jewellery in school. The Academy will not be held responsible for loss of any personal items on Academy premises.

### **Accessories**

In cold weather, scarves, gloves and hats may be worn **outside** of Academy buildings and in hot weather, caps may be worn outside of Academy buildings. These accessories may not be worn in lessons or assemblies.

### **Hair & Make-Up**

Make-up may be worn; however, it should be kept to a minimum and the effect created must be as 'natural' as possible.

Nails must be kept to a reasonable length to allow effective, safe participation in PE and practical subjects.

Hair colour must be natural.

### **Tattoos**

Under the Tattooing of Minors Act 1969, it is a criminal offence to tattoo anyone under the age of 18 years. For VI Form students over the age of 18 years, tattoos must not be visible and should be covered at all times.

### **Religious dress**

Religious headwear should no longer than shoulder length, and must not obscure the face. Requests for other religious dress not covered in this policy should be made to the Governing Body in writing for consideration, with reasons given.

### **Unacceptable Uniform Items**

- Any visible piercings other than nose and ear piercings are not permitted
- Skirts above knee length are not permitted
- Trousers and skirts of demin, jersey or lycra material are not permitted
- Leggings, jeggings, jeans, tracksuit bottoms, joggers or shorts are not permitted
- Tight fitting, revealing or sheer clothing is not permitted
- Low cut, off the shoulder or thin strap tops are not permitted
- Trainers and sports shoes are not permitted
- Stiletto heels, or any heels above 5cm, are not permitted
- Denim jackets, suede jackets, tracksuit tops and jackets, non-Academy jumpers, cardigans, leather/leather-style jackets and hoodies (zip up and pull over) are not permitted
- Coats and jackets with inappropriate logos are not permitted
- Wearing coats, jackets and additional accessories during lessons and assemblies is not permitted
- Caps and hats are not permitted inside Academy buildings
- Tattoos, including henna tattoos, are not permitted. With the exception of mehndi worn to the lower arms or hands at times of religious or cultural significance.

Acceptable standards of dress with the VI Form remain at the discretion of the VI Form team and the Senior Leadership Team. If concerns need resolving on the day we may contact parents/carers and ask that they bring in an alternative item of clothing to replace one that does not meet our policy. If students refuse to comply with this policy or do not meet its expectations the students should expect that the sanctions outlined for main school (see above under compliance) are used.

Although the requirements of students' dress are set out as clearly as possible in this policy, occasionally anomalies occur. **If you require any clarification regarding what is or is not acceptable, please contact your child's Head of Year. If in doubt, please consult us before purchasing items.** In all cases, the Co-Principals' decision about what constitutes acceptable uniform is final.

**Appendix 1: Sixth Form Dress Images**

