

SIR FREDERICK GIBBERD COLLEGE

SFG

POLICIES AND PROCEDURES

UNIFORM AND APPEARANCE
POLICY

Date of issue: March 2019

Author: Headteacher

Date of review: June 2021

Approved: Chair of Governors



Supporting primary and secondary schools across Essex and East London, BMAT is a growing multi-academy trust with a singular vision: schools, teachers and pupils freed to succeed.

Introduction

At Sir Frederick Gibberd College, we believe the school uniform achieves three important goals:

- It encourages a sense of community, identity and pride. By wearing the same badge and the same clothing, pupils are encouraged to think of the needs of the community as well as their own individual needs.
- It encourages our pupils to develop habits for life. By learning to clean their shoes, fold trousers or hang up their blazers, pupils learn the habits of discipline and personal responsibility that will stay with them for life.
- It prevents unkindness or bullying while keeping costs down. By requiring all our pupils to wear the same low-cost uniform, we reduce the incentive for pupils to ask parents for the latest (and most expensive) items of fashion. As a result, costs are kept as low as possible and no child can be seen to be poorer or wealthier than any other.

For our uniform policy to be successful, it must be implemented universally and without exception including by parents/carers.

We expect shoes to be cleaned at least once each week. We expect pupils to wear a clean shirt every day. We expect sports kit to be washed every time they are worn. We expect children to wash daily and use deodorant as appropriate. We expect our pupils to be responsible for keeping themselves and their uniform clean.

Hygiene Room is available at school for pupils to use. The Gibberd Store also contains uniform items which pupils are able to purchase through their credits as part of our reward system.

We understand that, for some families, finances are tight. We believe that, by doing all we can to keep items of fashion out of school, we help families to keep costs down.

At SFG we pledge to be an eco-friendly and sustainable school and as part of that pledge our uniform is mostly produced from recycled materials.

School uniform

By providing a school uniform, we ensure our pupils look smart, professional and are ready for learning.

All students are expected to wear the following uniform:

- Navy blazer with SFG logo.
- *Navy V-neck jumper with SFG logo (not compulsory, but other jumpers, cardigans will not be permitted).*
- Plain straight leg navy trousers or SFG navy kilt with yellow piping.
- Light blue collared shirt (must be able to button at the neck).
- Navy-yellow SFG clip on tie.
- Navy back pack with SFG logo.
- Plain navy/black socks or tights.

- Plain black flat shoes (no trainers, no boots, no logos, no kickers).
- SFG lanyard with pupil's ID/dinner card.
- SFG water bottle.
- SFG student planner.
- SFG pencil case containing a black pen, pencil, ruler, eraser, sharpener, compass, protractor, scientific calculator.

Any pupil not in possession of one of the items from the uniform list may be issued a temporary replacement by the school and/or may receive a consequence.

Sports kit

- Navy and light blue PE top with SFG logo.
- *Plain navy and light blue rugby top (not compulsory, but other long-sleeved tops will not be permitted).*
- Navy PE shorts with SFG logo.
- PE bag with SFG logo.
- Plain navy PE socks.
- Plain navy or black trainers.

Although not included as part of the school sports kit, pupils are permitted to wear plain navy or black base layers in cold weather (usually from second half of Autumn Term to end of Spring Term).

Any pupil not in possession of one of the items from the sports kit list may be issued a temporary replacement by the school and/or may receive a consequence.

Labelling

We strongly recommend that all uniform is clearly marked with the pupil's full name. This may be achieved via a sewn on/iron on label or a permanent marker.

All clothing that does not have the SFG logo must be completely plain and navy or black in colour. No logos, patterns or embellishments of any kind are permitted.

Parents/carers who have any queries regarding uniform should contact the school before making a purchase.

Optional items

In cold and/or wet weather, pupils may choose to wear additional garments such as a coat, rain jacket, scarf, gloves, woolly hats etc. All additional clothing must be plain navy or black without any logos, patterns or embellishments of any kind.

Some of our pupils will choose to bring a packed lunch to school. If pupils wish to use a lunch box, it must be plain navy or black with no logos, patterns or embellishments of any kind.

Hair

Pupils' hair must be in a conventional and understated style. Any hair clips or hair bands must be subtle and black or navy in colour. For short hair styles, there should be no contrast between the top of the hair and the sides. Short sides must be faded gradually into the top of the haircut so there is a subtle blend and no noticeable layering.

Some specific hair styles that are NOT permitted:

- Styles that block the view of others including large bunches, buns or pony-tails on top of the head.
- Bows, flowers or other adornments in the hair.
- Gelled edges where the intention is to decorate the hair.
- Unnatural colours or extensions.
- Styles that hide the face.
- 'Skin fades' where the pupil's hair is cut below a Number 1 on the sides.
- Hair that is teased, backcombed or be covered in excessive product (wax, gel etc.)
- Patterns shaved into a pupil's hair or eyebrows, including an artificial parting.
- High or flamboyant hair styles, such as a 'Mohican'.
- Styles that hide the face including heavy floppy styles or large quiffs at the front.
- Any other hairstyles that the school considers to be inappropriate.

However, this list is not exhaustive and the school's decision on what is/is not acceptable is final.

Pupils whose haircut is not deemed by the school to be an acceptable style may be issued with a consequence.

Headscarves

Some of our pupils may choose to wear headscarves. If so, these headscarves must look conventional and understated in style.

- Headscarves must be navy or black.
- Pins or clips must be small, dark in colour and understated.
- There can be no decorations such as sequins or patterns.
- Material must not be too long at the front or the back so as to obscure the uniform or look untidy. At the front, headscarves material must not go below the V-neck of a jumper or equivalent.
- If pupils choose to wear a headscarf, it must completely cover the hair.
- School logo must be visible at all times.

Pupils whose headscarf is not deemed by the school to be of an acceptable style will be given an opportunity to tidy the headscarf in private without consequence.

Facial hair

Pupils are permitted to grow facial hair provided that it is kept trim and tidy to maintain a smart, professional look.

School shoes

School shoes should be black, flat and logo-free. The style should be traditional, avoiding the appearance of a trainer.

Some specific styles that are not permitted:

- Styles that appear to be more like trainers than professional black shoes.
- Boots or ankle boots.
- Suede shoes.
- Kickers.
- Heels or platforms.
- Styles that have more than one Velcro-fastener.
- Styles with obvious logos or branding.
- Elaborate buckles or decorations or patterns.

However, this list is not exhaustive and the school's decision on what is/is not acceptable is final.

If parents are unsure as to whether a particular style will be accepted, they should send a picture of the shoe to the Head of Year before making a purchase.

Pupils wearing unacceptable shoes to school will be issued with a pair of school shoes and/or may receive a consequence.

Parents who are struggling to find acceptable affordable shoes are encouraged to contact the school who will be happy to recommend appropriate footwear.

Sport trainers

Black trainers are the only colour of trainer which we accept for PE. They should be entirely black with no logos, or logos which are small, dark and very difficult to see. We want to discourage pupils feeling pressure to have expensive trainers, as well as ensuring pupils look smart in lessons including PE.

Belts

SFG trousers come with a belt included. This belt is a perfect example of an acceptable SFG belt and we highly recommend that pupils stick with this supplied option. If a pupil wears a different belt, they must be in line with our policy.

Belts must:

- Be black.
- Have a leather look.
- Have a small, professional buckle.
- Have no obvious branding.

Belts that are unacceptable will be confiscated and returned at the end of the half-term in line with our confiscation policy.

Make-up

Pupils must not wear any make-up whatsoever. This includes false eye lash extensions. If found to be wearing make-up of any description pupils will be asked to remove it immediately. Failure to do so will result in an immediate consequence.

Nail varnish of any description, as well as nail extensions and false nails, are also not permitted. Pupils will be asked to remove them immediately. Failure to do so will result in an immediate consequence.

Pupils are also not permitted to have make up or mirrors in their possession. If seen these will be confiscated and returned at the end of the half-term in line with our confiscation policy.

Jewellery

SFG operates a strict NO jewellery policy for pupils.

Specific items that are not allowed:

- Earrings or ear studs of any sort.
- Facial piercings of any sort.
- Body piercings of any sort.
- Bracelets.
- Rings.
- Necklaces or chains.

Any jewellery worn by pupils whilst in school uniform will be confiscated and returned at the end of the half-term in line with our confiscation policy.

Other accessories

We encourage pupils to wear watches but they should be plain and understated in style. Oversized fashion watches, watches in bright colours and watches worn as jewellery are not acceptable. Smart watches are also not permitted.

The school's decision on what is/is not acceptable is final. Any unacceptable watches worn by a pupil whilst in school uniform will be confiscated and returned at the end of the half-term in line with our confiscation policy.

Items of religious significance

The headteacher may grant exceptions to any of the above, but only where this is required as a matter of sincere religious observance and where this can be substantiated by a letter from the leader of the relevant religious community. However please note that the school's decision is final.

Uniform outside of school

Pupils should either be in their school uniform, their school sports kit or their 'home clothes'. There should be no 'mix and match' at all.

Any pupil seen mixing their uniform or sports kit with their home clothes will be issued a consequence the following day.

If pupils wish to wear their home clothes after school, they must return home and change completely. They will not be permitted to bring their home clothes to school to change. Pupils who are found to have home clothes in their school bags will have those clothes confiscated until a parent/guardian can come to collect them.

Those pupils who are attending particular enrichment activities such as 'horse riding' will be permitted to have alternative clothing appropriate for the activity.

Non-Negotiables

- Hoodies.
- Caps.
- Designer items.
- Fashion items.
- Embellishments.
- Accessories.
- Mobile phones.
- Smart watches.
- Other personal electronic devices.
- Short kilts (kilts must be below the knee).
- Leggings/jeans/stretchy bottoms (trousers must be of an acceptable fabric).
- Tight trousers (only straight leg trousers will be permitted).

Pupils who attend school wearing inappropriate or unacceptable uniform may be issued with temporary replacement uniform by the school and/or receive consequences.

Confiscations

If a pupil is wearing any unacceptable items, (s)he will be expected to remove it immediately. The item(s) will be held in the school safe and will be returned at the end of the half term.

If an item is confiscated within the last two weeks of a half term it will not be returned until the end of the following half term. This applies in all six half terms and means confiscated items are held over school holiday periods. This can mean a confiscation period of up to sixteen weeks.

Uniform supplier

SFG branded uniform can be purchased from [Top Form](#).