



# Uniform and Appearance Policy

Updated 2011

**LANCASTER GIRLS' GRAMMAR SCHOOL**  
**UNIFORM AND APPEARANCE POLICY**

Purpose of policy	To provide clear guidance to pupil, parents and staff on uniform and appearance issues
Person responsible	Jackie Cahalin
Related documents	DCSF guidance on school uniforms October 2007; Human Rights Act 1998; Sex Discrimination Act 1975; the Race Relations Act 1976; the Disability Discrimination Act 1995; the Equality Act 2006 and the Equality Act (Sexual Orientation) Regulations 2007
Dated	April 2008

Our uniform policy has been drawn up following a Pupil Voice project. This project involved an extensive consultation with pupils, staff, pupils and governors. The revised policy will be implemented from September 2008. It takes into consideration the current guidance from the DCSF.

**Aims**

We expect a high standard of personal appearance of all pupils. Through our uniform and appearance policy we aim to:

- instil pride in the school
- support positive behaviour and discipline
- support teaching and learning
- encourage identity with, and support for, school ethos
- ensure pupils of all races and backgrounds feel welcome
- protect children from social pressures to dress in a particular way
- nurture cohesion and promote good relations between different groups of pupils

**Uniform and Appearance Code**

The uniform and appearance code is appended to this document.

**Cost of Uniform**

We want to ensure that the cost of the uniform does not deter any girl from applying to the school. The uniform suppliers, costs and quality have been reviewed to ensure best value. Parents have a choice of two suppliers and items can also be bought on-line. Many of the items can be bought on the high street. We operate a uniform shop where parents can buy donated items of uniform. Parents who are unable to provide their daughter with the required items of school uniform should approach their daughter's Head of Key Stage with a request for financial assistance. Such approaches will be handled with discretion and sensitivity.

**Enforcement of Uniform**

Parents have a responsibility to ensure that their daughter comes to school in the correct uniform. Form tutors are responsible for monitoring uniform. All staff have a responsibility for ensuring that students are correctly dressed in class and elsewhere in school.

For uniform and appearance infringements pupils are given penalty points. In the event of repeated uniform infringements parents will be contacted. After contacting parents, the Headteacher may ask a pupil to go home to remedy a breach of the school's rules on appearance or uniform. A pupil may be isolated who does not conform to the policy. If the pupil then repeatedly infringes the school's rules on uniform or appearance, this may constitute a disciplinary offence and may be grounds for exclusion.

### **Variations of the Policy**

The school will carefully consider any request that is made to vary the policy to meet the needs of an individual pupil, in order to accommodate any religious beliefs, temporary or permanent medical conditions. However, in considering such requests, the school will have to balance the rights of individual pupils against the best interests of the school community as a whole.

### **Policy Review**

The uniform and appearance policy will be reviewed annually and will include consideration of consistency, adherence, uniform items, supply, cost and value for money.

## LANCASTER GIRLS' GRAMMAR SCHOOL

### UNIFORM CODE

**Regulation** items should be purchased from F R Monkhouse Ltd, 13 Miller Arcade, Lancaster Road, Preston or Mike's Sportsworld Ltd, (Trutex), 57 King Street, Lancaster.

- **Regulation** school skirt - dark navy-blue, six gored or Banner 3540 obtainable from Monkhouse. Navy skirt Banner 3540 or Stag 177 available from Mike's Sportsworld. The skirt should not be too short - no more than six cm above the knee when kneeling.
- **Regulation** navy blue v-neck pullover embroidered with the school crest for Years 7 to 9. A maroon v-neck pullover embroidered with the school crest for Years 10 and 11.
- **Regulation** school tie.
- **Optional** navy trousers. Only the Banner 3832 style are acceptable.
- White long-sleeved blouse of a simple shirt pattern. Shirts must be tucked in and fastened at the neck and wrists.
- **Optional** white short-sleeved or  $\frac{3}{4}$  length sleeve, fitted, open neck, summer shirt which can be worn from Easter to October half term.
- Fawn, white, navy, black or dark maroon tights or socks. Socks should be below the knee.
- Any outdoor coats or jackets should be *plain* (denim, suede and leather coats are not allowed).
- The only hoody which may be worn is the school branded navy blue hoody, which may be worn instead of a coat.
- *Flat-heeled* strongly supporting shoes, plain black, dark brown, navy blue or maroon. No boots or trainers.

Uniform must be worn by all pupils in Years 7-11 while on school premises and travelling to and from school. Coats and scarves must be removed once in school.

All items of uniform must be clearly marked with the owner's name.

### APPEARANCE CODE

Neither jewellery nor makeup is allowed. False nails are not allowed.

If any girls wish to have their ears pierced they should do so at the beginning of the Summer break, so that there is no need for earrings to be worn in school time. Plasters over earrings are not acceptable.

No nose studs or any type of body piercing is permitted.

Faces should be uncovered.

Hair should be tidy and of one natural tone. Pupils with long hair may be required to tie it back in the interests of hygiene and safety.

Any hair ribbons, slides, must be in school colours (navy and maroon), or black or white, plain, without patterns.

A strong bag is needed for carrying books.

### **LABORATORY EQUIPMENT**

A white cotton lab coat.

### **PHYSICAL EDUCATION EQUIPMENT**

All girls must have a PE bag, suitable for carrying PE kit to the field

Plain, black, above the knee cycling shorts or plain black sports shorts

Maroon games skirt or skirt

Short white sports socks

Knee-length navy hockey/football socks

Trainers or Astro-turf trainers, preferably sports rather than fashion, *with effective grip*

**Regulation** white polo shirt with school crest

In cold weather outdoors, girls may wear tracksuits, preferably plain navy or black. Parents may, if they wish, purchase one with the school crest and optional surname printed on back. As an alternative, or in addition to the tracksuit top, girls may purchase a school branded navy blue hooded jumper. These items are available from Monkhouse of Preston and Mike's Sportsworld Ltd, (Trutex), Lancaster.

When playing hockey, shin guards and gumshields are advised for Health and Safety requirements.

**July 2011**