

Chorus Education Trust

Westfield School Uniform Policy

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Related documents:	School Behaviour Policies, Trips Code of Conduct,



Westfield School

Chorus Education Trust

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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 students 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 students
- Allow all students to have long hair (though we reserve the right to ask for this to be tied back)
- Allow all students to style their hair in the way that is appropriate for school yet makes them feel most comfortable
- Allow students to request changes to swimwear for religious reasons
- Respect the importance of religious and cultural dress and individual choice to wear a headscarf, turban or other religious headwear
- Allow for adaptations to our policy on the grounds of equality by asking students or their parents to contact school via enquiries@westfield.chorustrust.org, to 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. Students only require a polo shirt or jumper with the school logo on. Non-branded plain white or black polo shirts are permitted as a cost-effective alternative.

- Considering cheaper alternatives to school-branded items, such as logos that can be sewn on, as long as this doesn't compromise quality and durability
- Keeping the number of optional branded items to a minimum
- Avoiding different uniform requirements for extra-curricular activities
- Making sure that arrangements are in place for parents to acquire second-hand uniform items
- Avoiding frequent changes to uniform specifications and minimising the financial impact on parents of any changes
- Consulting with parents and students on any proposed significant changes to the uniform policy and carefully considering any complaints about the policy

4. Expectations for school uniform

4.1 Our school's uniform

We are proud to be a uniform school and passionately believe in both its importance, and professional appearance. Westfield school uniform provides our students with a shared identity, encourages pride in appearance and allows for positive community recognition. It also reflects the high standards we set throughout the school and prepares our students for the working world, beyond Westfield School.

All students are expected to wear the appropriate agreed school dress at all times in school and for education related visits. The only branded item required is a polo or shirt or school jumper.

- **Black Westfield school jumper**

Students are not permitted to wear any other type of jumper in school.

- **Black or white Westfield school polo shirt.**

Students can wear an unbranded plain white or black polo shirt to ease financial costs if required.
No other types of t-shirt are permitted to be worn.

- **Plain black trousers.**

These must be full-length, smart, formal trousers (with a waistband, zip and button).
Jeans, skinny jeans, jeggings, leggings or chino style trousers are not permitted.

- **Plain black skirt.**

This must be tailored and professional in appearance, suitable for a workplace. We deem this to include a waist band, button and zip and should be at least knee-length and loose fitting.

- **Plain black shorts.**

These must be tailored and professional in appearance, suitable for the workplace without a logo.
Cargo shorts, denim shorts and sports shorts are not permitted.

- **Plain black footwear.**

All the visible parts of the shoe must be black. Pumps are permitted, but must be completely black. All footwear types must be sturdy and suitable for the demands of the school day.

Uniform

Black sweatshirt with embroidered Westfield badge.
No other types of jumper are allowed in school.
No outdoor coats or jackets should be worn inside school.



Black or white polo shirt with embroidered Westfield badge; or plain black or white school polo shirt.



Plain black skirt
Must be tailored and professional in appearance, suitable for a workplace. We deem this to be **knee-length** and loose fitting.

Plain black trousers
Must be tailored and professional in appearance, suitable for a workplace. We deem this to include a waistband, button and a zip.

Plain black shorts
Must be tailored and professional in appearance, suitable for a workplace. No logos are permitted.

Plain black footwear
All visible parts of the shoe must be black

Uniform is not...



Non-uniform hoodies or jumpers



Jeans, skinny jeans, jeggings, leggings or chino style



Cargo shorts, denim shorts, cycling shorts, sports shorts



Tight or short skirts



'Peep toes', 'sling back' or shoes with non-black logos or soles

School Equipment

To ensure you are "Ready", you are **required** to bring the following essential equipment to school every day:

- A school bag
- A pencil case
- 2x black or blue pens
- Pencil
- Ruler
- Calculator



It would be beneficial to also have:

- A highlighter
- A rubber
- A pencil sharpener
- A whiteboard pen
- A purple pen

PE Kit – Compulsory Items

- **Westfield hoody or plain black sweatshirt/ hoody** (to be used in PE only)
- **Westfield Polo shirt or Westfield T-shirt or plain black t-shirt**
- **Black shorts, tracksuit bottoms or sports leggings**
- **Suitable sporting (non-marking) trainers are permitted.** We **DO NOT** allow pumps in any form.
- All students must have **suitable swimwear**; trunks above the knee, a one piece swimming costume.
- All jewellery **must** be removed.
- There will be an option to purchase a PE qualification T-shirt in key stage 4 .



Optional items of PE Kit:

- Westfield PE shorts
- Black jumper or sports coat for outdoor PE
- Shin pads are advisable for sports such as football, rugby and hockey
- Boots suitable for activities on the field are advisable

Further uniform information -

When in school you must...

Remove all outside coats when entering the school building

Not wear excessive amounts of jewellery, rings or large loop earrings.

Not have excessive false fingernails (including acrylic or gel extensions)

Not use your mobile phone, smart watch, earphones (including AirPods or buds) on the school site

Failure to follow these rules will result in confiscation of the item and further sanctions if deemed necessary. Parents will be contacted.

4.2 PE Kit

Compulsory items of PE kit:

- Westfield polo shirt/t-shirt or plain black polo shirt/t-shirt.
- Black shorts, tracksuit bottoms or leggings.
- Westfield hoody or plain black sweatshirt/hoody (to be used only in PE lessons).
- Suitable sporting trainers are permitted; however, **we do not allow the use of pumps in any form.**
- All students must have suitable swimwear, swimming trunks above the knee or a one-piece swimming costume.
- All jewellery to be removed.

Optional items of PE kit:

- Westfield PE shorts.
- Black jumper or sports coat for outdoor PE.
- Shin pads are advisable for sports such as football and rugby.
- Boots suitable for activities on the field are advisable.
- **All GCSE PE students** may wear a Westfield GCSE polo shirt. This can be purchased through the PE department.

Mouth Guards:

We strongly encourage parents to purchase and reinforce the importance of wearing a mouth guard with their child, when taking part in curriculum rugby PE lessons.

Students taking part in extracurricular rugby fixtures and tournaments will be expected to have and wear a mouth guard in order to participate.

4.3 Where to purchase it

You can buy uniform and PE kit from a number of local suppliers. If purchasing items over the summer period, please allow 4 weeks for delivery as this is their busiest time.

Our uniform providers are [Logo Leisurewear](#), [Pinders Schoolwear](#) and [School Trends](#).

Non-branded items can be bought from any shop - please see the tick list in Appendix A for full details.

Secondhand Uniform

We have a small selection of pre-loved uniform that can be offered to families in need. For more information, please email enquiries@westfield.chorustrust.org

4.4 Coats

Outside coats and scarves should not be worn inside the building. Students can use their school bag or locker to store their coat while inside the building.

When a student enters the school building, before school, and at social times, coats must be removed immediately. Students will only be allowed to put their coat on when they leave the building for social times and at the end of Period 5

4.5 Jewellery

On health and safety grounds, we do not allow students to wear excessive amounts of jewellery in our school. Students are not permitted to wear rings. Parents/carers should also be aware that tattoos, large or 'hoop' earrings, nose rings and other facial or muscle jewellery, including tongue piercings, is not permitted. We advise that all piercings should be carried out at the very beginning of the summer holiday to allow time for healing and safe removal at the start of the new academic year.

4.6 Mobile Phones/Smart watches/Earphones/Airpods

Students are not allowed to use mobile phones, smartwatches or earphones/airpods/buds at school. Any of these items that are seen or heard during the school day will be confiscated by staff and parents will be required to collect the confiscated item from reception. If a student chooses to bring any of these items to school to use after school, these items should be switched off and put away in bags at the Ready Gate prior to the student entering school grounds, and should remain off and in bags for the duration of the school day – including break times and lunch time.

4.7 False Fingernails

False nails that are excessive in length present a health and safety issue in school, and as a result are not permitted.

5. Expectations for our school community

5.1 Students

Students are expected to wear 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)

Students are also expected to contact enquiries@westfield.chorustrust.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 enquiries@westfield.chorustrust.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 What happens if a student is not in Uniform

Students are not allowed to go through the school day wearing non-permitted uniform. Student uniform is checked every morning by senior staff on the front gate. If a student arrives at school wearing non-permitted uniform, they will be required to go to the Ready Gate (located at the swimming pool entrance). Staff at the Ready Gate will support the student to contact home to ascertain if correct uniform can be brought in at the first instance, if not, the student will be required to change into uniform provided by school. They will leave their non-permitted item(s) with school and swap back at the end of the school day.

Hoodies and any other non-uniform jumpers are not to be worn **on site**. If any of these items are worn by students on site, they will be confiscated by staff.

Any confiscated items (non-uniform jumpers/hoodies, mobile phone, smartwatch, earphone/buds, etc.) will be taken to reception and can be picked up by parents/carers at the end of the school day between 2.45-4.00 pm, or on a subsequent day.

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

5.4 Governors

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 students
- Offers a uniform that is appropriate, practical and safe for all students

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 5 years.

6. Monitoring arrangements

This policy will be reviewed annually by the School Business Manager in conjunction with Head of School.

7. Links to other policies

This policy is linked to our:

- Behaviour policy
- Equality information and objectives statement
- Anti-bullying policy
- Complaints policy

Appendix A

Uniform Checklist

Item	Optional?	Where from?
School uniform:		
Westfield School Jumper	Required	Pinders Logo Leisurewear School Trends
White or black Westfield Polo shirt	Required	Pinders Logo Leisurewear School Trends
Plain black trousers Or Plain black skirt Or Plain black school shorts	Required	Buy from any shop
Plain black footwear	Required	Buy from any shop
Coat	Required	Buy from any shop
PE kit:		
Westfield polo shirt/t-shirt Or Plain black polo shirt/t-shirt	Required	Pinders Logo Leisurewear School Trends
Black shorts Or Black tracksuit bottoms Or Black leggings	Required	Buy from any shop
Suitable sporting trainers	Required	Buy from any shop
Swimming trunks (above the knee) Or One-piece swimming costume	Required	Buy from any shop
Black jumper Or Black sports coat (for outdoor PE)	Optional	Buy from any shop
Shinpads	Optional	Buy from any shop
Boots suitable for activities on the field	Optional	Buy from any shop
Mouthguards	Optional	Buy from any shop
Westfield hoody or Black hoody jumper	Optional	Pinders Logo Leisurewear School Trends