



Holyhead

Teach What Matters

School Uniform Policy

Date policy last reviewed:

Summer 2025

Policy Lead:

D Reddy

Signed by:

Principal

Date 1 July 2025

Chair of Governors

Date 1 July 2025

Details of the Changes

Page No	Section, if applicable	Details of the change/amendment etc
10	10.1	Mobile Phone section updated
6	8	Non-compliance
7/8	9	Slight amendments to uniform
9	10	Added banned footwear
10	10.1	Amendment to mobile phone
11	12	Removed smart watch and added nose stud

School Uniform

Contents

Statement of intent	1
1. Legal framework	1
2. Roles and responsibilities	2
3. Cost principles	3
4. Equality principles	4
5. Complaints and challenges	5
6. School uniform supplier	5
7. Uniform assistance	6
Second-hand School Uniform	6
8. Non-compliance	6
9. School uniform	7
Clothing	7
School Ties	9
10. Banned Items List	9
The following items are banned:	9
10.1 Procedure following Confiscation	10
11. Mobile Phones and Headphones	10
12. Additional notes on school uniform and standards of appearance	11
Blazers	11
Jewellery	11
Hairstyles and Eyebrows	12
School bag	12
13. Adverse weather	13
14. Labelling	13
15. Monitoring and review	13
16. Appendix	14
Eligibility for financial help with purchase of school uniforms	14

School Uniform Policy

Statement of intent

Holyhead School is very proud of its reputation as a school concerned with raising aspirations and achievement levels. A high standard of personal appearance is expected of all students arriving at school.

Holyhead School believes that a consistent school uniform policy is vital to promote the ethos of the school and provide a sense of belonging and identity for all students, regardless of their protected characteristics or socio-economic circumstances.

This policy lays out the measures the school has taken to ensure a consistent, fair and inclusive uniform policy, and to implement a uniform that reflects the needs of all students, and is affordable and the best value for money for the school and students' families.

We believe that students learn most effectively and achieve their best outcomes when they are comfortable, able to be themselves, and dressed in such a way that sets an appropriate tone for education.

1. Legal framework

This policy has due regard to all relevant legislation including, but not limited to, the following:

- Education and Inspections Act 2006
- Education Act 2011
- Human Rights Act 1998
- Equality Act 2010
- The UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- Education (Guidance about Costs of School Uniforms) Act 2021

This policy has due regard to all relevant guidance including, but not limited to, the following:

- DfE (2021) 'School uniforms'
- DfE (2021) 'Cost of school uniforms'
- DfE (2021) 'School Admissions Code'
- Preventing hair discrimination in schools (Equality Act 2010)

This policy operates in conjunction with the following school/Trust policies:

- Complaints Procedures Policy
- Behaviour Policy

- LGBTQ+ Policy
- Purchasing and Procurement Policy
- Mobile Phone Policy

2. Roles and responsibilities

The Local Academy Governing Board is responsible for:

- Establishing, in consultation with the Executive Principal/Head of School and school community, a practical and smart school uniform that accurately reflects the school's vision and values.
- Ensuring that the school's uniform is accessible and inclusive, and does not disadvantage any student by virtue of their protected characteristics or socio-economic status.
- Listening to the opinions and wishes of parents/carers, students and the wider school community regarding changes to the school's uniform.
- Ensuring that the school's uniform is accessible and affordable.
- Demonstrating how best value for money has been achieved in the uniform policy.
- Ensuring compliance with the DfE's 'Cost of school uniforms' guidance.
- Processing and approving all eligible School Uniform Assistance Application Forms.

The Principal is responsible for:

- Enforcing the school's uniform on a day-to-day basis.
- Ensuring that teachers understand this policy and what to do if a student is in breach of the policy.
- Listening to the opinions and wishes of the school community in regard to the school's uniform and making appropriate recommendations to the governing board.

Head of Year/Vice Principal

- Providing students with an exemption letter as appropriate, e.g. for a student who has a broken arm and requires a loose-fitting top.

Staff members are responsible for:

- Ensuring that students dress in accordance with this policy at all times.
- Disciplining students who are in breach of this policy.
- Ensuring that students understand why having a consistent and practical school uniform is important, e.g. school identity.

Parents/carers are responsible for:

- Providing their children with the correct school uniform as detailed in this policy.
- Informing the Principal if their child requires a more relaxed uniform policy for a period of time, including why.
- Ensuring that their child's uniform is clean, presentable and the correct size.

Students are responsible for:

- Wearing the correct uniform at all times, unless the Principal has granted an exemption.
- Looking after their uniform as appropriate.
- Understanding and respecting why a school uniform is important to the school, e.g. school identity and community.

3. Cost principles

The school is committed to ensuring that its school uniform is affordable and accessible to all students, and does not place an unreasonable financial burden on parents/carers.

In accordance with the 'School Admissions Code', the Principal will ensure that the school's uniform policy does not discourage parents/carers from applying for a place for their child.

The school will assess the overall cost implications of its uniform policy regularly, including prior to making any changes to the school uniform. When evaluating whether costs are reasonable and proportionate, the school will take into account the opinions and situations of:

- Economically disadvantaged parents/carers.
- Parents/carers with multiple children who are, or will be in the future, students at the school.
- Parents/carers of younger children, as they are likely to grow quickly and require new sets of uniform more frequently.
- Parents/carers of students with protected characteristics that may impact their ability to access the uniform due to costs.
- Looked After Children (LAC) and Previously Looked After Children (PLAC).

The school will evaluate the cost of its uniform based on the overall collection of uniform items that parents/carers would need to purchase for a student, rather than on the cost effectiveness of individual items; this will include consideration of the fact that parents/carers will need to purchase multiples of certain items, e.g. shirts and socks, to ensure their child can come to school in clean uniform every day.

The school keeps variations in school uniform for different groups of students, e.g. year group-specific items or colours, to a minimum where possible to ensure that students can get the most wear out of their uniform possible and that parents/carers can pass some items down to younger siblings.

The school keeps branded uniform items to a minimal level that is reasonable for all members of the school community. The school defines a branded uniform item as any item of clothing that cannot be purchased at a range of retailers, including by virtue of logos, colours, design and fabrics. Where the school decides to require an item of branded clothing, it will conduct an assessment to ensure prices are kept as low as

possible, e.g. by offering sew- or iron-on logo badges for jumpers that can be bought at retailers instead of requiring special branded jumpers.

The school is committed to meeting the DfE's recommendations on costs and value for money. Every care is taken to ensure that our uniforms are affordable for all current and prospective students, and that the best value for money is secured through reputable suppliers.

The school works with multiple suppliers to obtain the best value for money possible. Any savings negotiated are passed to parents/carers where possible and does not enter into exclusive single supplier contracts or cash-back arrangements. More information on supplier processes can be found in the 'School uniform supplier' section of this policy.

The school will not amend uniform requirements regularly and will take the views of parents/carers and students into account when considering any changes to school uniforms.

4. Equality principles

The school takes its legal obligation to avoid discriminating against any protected characteristic unlawfully very seriously, and aims to ensure that the uniform policy is as inclusive as possible so that all students are supported to access a school uniform which is comfortable, suitable for their needs, and reflects who they are.

The school will work to ensure that school uniform's cost does not disproportionately affect any students by ensuring that uniforms for all genders are as equal in price as possible and by adhering to the cost principles laid out in section 3.

The school will ensure that parents/carers and students are consulted over any changes to school uniform, and that views and advice is sought specifically from students, and parents/carers of students, who:

- Are transgender, including non-binary students.
- Have SEND and/or sensory needs.
- Are of a religious or cultural background that has dress requirements.

The school implements a gender-neutral uniform, meaning that students are not required to wear specific items based on their gender, and may wear any of the uniform items listed in the 'School uniform' section of this policy regardless of the legal sex recorded on the school's records. Transgender students are supported to access the uniform that best reflects their gender expression in line with the LGBTQ+ Policy.

The school ensures that students who are required to follow certain dress requirements, e.g. by virtue of their membership of a particular religious or cultural group, are afforded flexibility to allow them to wear a uniform that adheres to their requirements as far as possible. The school endeavours to meet all requests for amendments to the uniform for these purposes; however, will ensure that the needs and rights of individual students are weighed against any health and safety concerns for the entire school community.

Parents/carers' concerns and requests regarding religious clothing are dealt with on a case-by-case basis by the Principal and governing board, and always in accordance with the school's Complaints Procedures Policy.

The school ensures that the needs of students with SEND and/or sensory difficulties are considered in the uniform policy, e.g. ensuring soft, stretchy fabrics and avoiding intricate buttons or hard seams; however, where the needs of these students cannot be met in the standard uniform policy, individual adaptations to the uniform will be considered and permitted wherever possible.

5. Complaints and challenges

The school endeavours to resolve all uniform complaints and challenges locally and informally, in accordance with the CRST Complaints Procedures Policy.

To make a complaint, parents/carers should refer to the Complaints Procedures Policy and follow the stipulations outlined.

When a complaint is received, the school works with parents/carers to arrive at a mutually acceptable outcome.

Governors are willing to consider reasonable requests for flexibility to allow a student to accommodate particular social and cultural circumstances.

6. School uniform supplier

Our nearest school uniform supplier is:

- Name of supplier: Gogna School and Sportswear
- Address of supplier: 67/69 Rookery Road, Handsworth, Birmingham. B21 9QU
- Tel: phone number: 0121 523 5572

The governing board will ensure that a written contract is in place with the supplier for branded items.

The school will retender the uniform contract every five years, whether changes to the uniform are made or not, in line with the CRST Purchasing and Procurement Policy. The governing board will be able to demonstrate how uniform is procured at the best value for money. The Principal will work to ensure that the items are procured as cheaply as possible without compromising on the quality, e.g. by requesting standard-style items from the supplier rather than more intricate and unique designs.

The school does not sign contracts with suppliers before requesting visualisations of proposed uniforms, as well as fabric samples.

The school will review uniform requirements each Autumn term. Where the school is proposing to change suppliers, it will reach out to suppliers during the Autumn term of the determination year.

7. Uniform assistance

The school supports vulnerable families in meeting the costs of uniforms. Parents/carers who require support with the cost of purchasing their child/children's school uniform should speak to the child's/children's Head of Year.

Parents/carers who believe that they are eligible to claim school uniform assistance (please see Appendix) should contact their local authority directly. Eligibility is determined by checking original documents from the relevant authority, detailing receipt of the benefit and the address of the student.

Second-hand School Uniform

The school holds second-hand school uniforms for Parents/carers to access. Requests should be made to the child's Head of Year. Parents/carers are invited to donate their child's uniform when they no longer need it. We ask however, that these are in good condition and/or recently laundered.

8. Non-compliance

Staff members are permitted to discipline students for breaching this policy, in accordance with the school's Behaviour Policy.

Parents will be contacted to address any uniform issues. If the issue cannot be resolved, a sanction will be issued to the student.

If a student repeatedly breaches uniform rules, further sanctions will apply.

Parents/carers will be notified in all cases.

9. School uniform

Clothing

The school uniform is as follows:

Item	Optional or required	Branding	How to acquire
Regular school uniform			
Black School Blazer	Required	School logo on front pocket	Gogna Schoolwear
White Shirt or Blouse (must be able to tuck into skirt or trousers)	Required	No branding	Gogna Schoolwear or most high street retailers and supermarkets

Plain black trousers or skirts (respectable/ knee length) (No denims, cords or jeggings/leggings)	Required	No branding	Gogna Schoolwear or most high street retailers and supermarkets
Plain Black V-neck Jumper (<u>must</u> allow the tie to be visible at all times)	Optional (Autumn & Spring terms only)	No Branding	Any high street retailer or supermarkets
School Clip-on tie Years 10 & 11 ties * see note below	Required	Black with Gold stripe in colour	Gogna Schoolwear
Plain Black/white socks or black tights (patterned are not permitted)	Required	No branding	Gogna Schoolwear or most high street retailers and supermarkets
Plain Black/white Headscarf/Top knot/Turban	Optional	No branding	Not applicable
Polishable plain sensible black shoes (no trainers, leisurewear, boots. No branded logos, patterns or stripes) High heels are not permitted.	Required	No branding	Gogna Schoolwear or most high street retailers and supermarkets
PE KIT			
White polo/sport shirt	Required	School logo on right-hand side	Gogna Schoolwear or most high street retailers and supermarkets
Plain Black PE Skirt or shorts (no cycling shorts)	Required	Unbranded	Gogna Schoolwear or most high street retailers and supermarkets
White socks (indoor)	Required	Unbranded	Gogna Schoolwear or most high street retailers and supermarkets

Black football socks (outdoors)	Required	Unbranded	Gogna Schoolwear or most high street retailers and supermarkets
Training Shoes	Required	Unbranded	Gogna Schoolwear or most high street retailers and supermarkets
Black tracksuit bottoms (Plain black permitted)	Optional	School logo	Gogna Schoolwear or most high street retailers and supermarkets
Midlayer PE Top	Optional	School logo	Gogna Schoolwear
Black reversible fleece with logo	Optional	School logo	Gogna Schoolwear
Shin pads	Optional	Unbranded	Gogna Schoolwear or most high street retailers and supermarkets
Accessories			
School bookbag (See notes below)	Required	Unbranded (No offensive logos)	Gogna Schoolwear or most high street retailers and supermarkets

School Ties

The Holyhead School tie colour will be Black with a Gold stripe from September 2023. We will therefore no longer require students to wear ties corresponding to their College.

However, to support parents/carers with the transition to the new school tie, students currently in Year 9 will not be expected to purchase a new tie, unless they wish to, until they are replacing their child/children's current tie.

New Year 7 and all Year 8 students will be expected to wear the new Black with Gold stripe clip-on tie.

Year 10 and 11 students will be provided with an upper school tie in September. In return we ask that they swap their lower school tie.

10. Banned Items List

The following items are banned:

- Any headwear unless it is for a religious observance
- Tight fashion trousers, jeans, leggings, jeggings

- Hooded tops or leisure style jacket hooded tops
- Non-Holyhead PE kit tracksuit tops
- Logos on clothing/decoration on trousers
- Skirts with slits/ tight fashion or stretchy skirts - must be respectable/knee length
- Studded/decorative belts
- Trainers or trainer/leisure style shoes/crocs/sliders
- Boots, unless they can be worn under trousers
- Pouches or bum bags
- Stereo headphones
- Metal combs - all combs should be made of plastic
- Latex dipped gloves
- **Hats and hoods are not allowed to be worn indoors**

10.1 Procedure following Confiscation

Items banned by the school rules if seen	Procedure after confiscated
<ul style="list-style-type: none"> • Mobile phones; headphones; air pods, earpods, baseball hats, pouches, belt bags • More than one mobile phone incident 	<ul style="list-style-type: none"> • Confiscated and then returned to student at the end of the day • If a student has their phone confiscated more than once in a half-term they will need to hand over their phone at the start of each day for the remainder of the half term
Prohibited items	Procedure after confiscated
<ul style="list-style-type: none"> • Bandanas, balaclavas, ski masks, face masks 	<ul style="list-style-type: none"> • Confiscated.
<ul style="list-style-type: none"> • Latex dipped gloves. 	<ul style="list-style-type: none"> • Confiscated and disposed of.
<ul style="list-style-type: none"> • Cigarettes, e-cigarettes, vapes, shisha pens, tobacco, filter papers etc 	<ul style="list-style-type: none"> • Confiscated and disposed of.
<ul style="list-style-type: none"> • Knives and other weapons 	<ul style="list-style-type: none"> • Handed over to the police.
<ul style="list-style-type: none"> • Metal hair combs, compasses, pencil sharpeners, metal rulers or scissors 	<ul style="list-style-type: none"> • Confiscated and disposed of.
<ul style="list-style-type: none"> • Lasers/laser pens or similar 	<ul style="list-style-type: none"> • Confiscated and disposed of.
<ul style="list-style-type: none"> • Alcohol 	<ul style="list-style-type: none"> • Confiscated and disposed of.
<ul style="list-style-type: none"> • Illegal drugs 	<ul style="list-style-type: none"> • Handed over to the Police.
<ul style="list-style-type: none"> • Other substances not believed to be controlled drugs 	<ul style="list-style-type: none"> • Handed over to the Police or disposed of.
<ul style="list-style-type: none"> • Energy drinks / high sugar or caffeine drinks 	<ul style="list-style-type: none"> • Confiscated and disposed of.

<ul style="list-style-type: none"> Stolen items 	<ul style="list-style-type: none"> High value - handed over to the Police. Small value - returned to the owner.
<ul style="list-style-type: none"> An article that a member of staff reasonably suspects has been, or is likely to be used to commit an offence or cause personal injury to, or damage to the property of, any person in the school. 	<ul style="list-style-type: none"> Returned to parents/carers or disposed of. Handed to the Police if it is an illegal item or if an offence has been committed.

11. Mobile Phones and Headphones

Mobile phones should be switched off and out of sight whilst on the school premises. This also includes all forms of headphones and earbuds/pods. Any phones or headphones that are seen or in the case of phones heard will be confiscated in line with the school's Mobile Phone Policy.

Please note the school does not accept responsibility for any loss or damage to their equipment if a student chooses to bring it into school.

Please refer to the Holyhead Mobile Phone policy for further details.

12. Additional notes on school uniform and standards of appearance

Blazers

- Should be worn at all times, unless a student has been given specific permission to remove it.
- In periods of hot weather (where there is an amber/red weather warning for heat), students will be permitted to not wear blazers. This will be communicated to students and parents/carers by the Principal or a member nominated to do so.

Jewellery

Permitted jewellery that may be worn is:

- One pair of stud earrings.
- A watch.
- One appropriately sized bangle.
- One ring (which should be removed or taped over for PE).
- No chains/necklaces should be visible.
- One small nose stud only

Eyebrow studs and any other body studs/rings/bars are NOT allowed.

Jewellery is the responsibility of the student and not the school. Lost or damaged items will not be refunded. All jewellery must be removed during practical lessons, including PE lessons and science experiments.

Makeup

The school rules on makeup are as follows:

- Only light, natural-looking makeup is permitted.
- Only clear nail varnish may be worn.
- False nails and nail extensions are not permitted.
- Temporary tattoos are not permitted.
- False eyelashes are not permitted.
- Tattoos are not allowed.

Students wearing excessive makeup are required to remove it or, if appropriate, will be sent home to remove it. Parents/carers will be notified.

Hairstyles and Eyebrows

The school reserves the right to make a judgement on where students' hairstyles or hair colours are inappropriate for the school environment; however, will ensure that any such judgements do not discriminate against any student by virtue of their protected characteristics.

Each individual student's scenario will be taken into account where any judgements on appropriateness are to be made, and parents/carers will always have the freedom to complain via the CRST Complaints Procedures Policy.

Students with long hair including hair extensions or braids must ensure that this does not impede their vision, cover their face or provide a health and safety risk. Long hair must be tied up during practical lessons, e.g. during PE.

Excessive hair accessories or embellishment are not considered appropriate for school.

School bag

Students **must use** an appropriately sized waterproof bag to carry their books, equipment and the chromebook provided by the school. It should hold A4-sized work books comfortably without causing any damage.

Pouches **are not permitted** to be carried in school.

School bags featuring inappropriate images, slogans or phrases are not permitted.

The school encourages students to bring non-valuable bags to school. The school will not be liable for lost or damaged school bags.

Can I remind parents/carers that their child/children should note the following:

- Shawls and Pashmina are not permitted.
- Shirts must be 'loose fitting' and be able to be tucked into skirts or trousers at all times.
- Trousers must be 'loose fitting' school trousers.
- Coats and other outdoor clothing including neck scarves may not be worn inside the classroom.
- Items of clothing that can be used to cover the face are not permitted unless it is for religious observance or a specific medical need which has been discussed with the Head of Year or Medical Officer in advance.
- Ties should be worn by all students.
- PE Kit must be worn by all students during PE lessons – even if students are not able to participate in PE activities.

Please refer to Section 2 on Roles and Responsibilities for any student arriving at school wearing the incorrect uniform.

13. Adverse weather

The school will provide appropriate guidance in the event of adverse weather conditions.

14. Labelling

All students' clothing and footwear must be clearly labelled with their first and last name.

Any lost clothing will be taken to the lost property area located within the school. All lost property will be retained until the end of the half term. If not claimed within this time, the lost property will be donated to the second hand uniform shop or if in an unsuitable condition will be disposed of.

15. Monitoring and review

This policy is reviewed every two years by the Chair of Governors and the Principal.

The scheduled review date for this policy is Summer 2027.

The Policy Lead is: D Reddy

16. Appendix

Eligibility for financial help with purchase of school uniforms

Below is a general table of financial eligibility.

Parents/carers who believe they may be eligible for financial assistance should seek advice from their local authority or through the Government website

<https://www.gov.uk/school-uniform>

Who is eligible for financial help with school uniforms?	
Rules vary, but generally you will qualify for a school uniform grant in England if you receive one of the following:	
<ul style="list-style-type: none">• Income support• Jobseeker's allowance (income based)• Child tax credit - provided you are not entitled to working tax credit• Employment Support Allowance (ESA)• State Pension (this must be your sole source of income)• The 'guaranteed element' of pension credit• Support under Part IV of the Immigration and Asylum Act 1999	<ul style="list-style-type: none">• Universal Credit• Working tax credit 'run-on' – paid for four weeks after you stop qualifying for working tax credit• You may also be able to apply if your annual household income is less than £16190.• You are likely to be asked to prove that you are legally responsible for the child by providing a recent copy of your bank statement confirming the payment of child benefit to your account
Need to buy school uniform? Check if you can get a grant of up to £200 to help with the cost (accessed 04.07.2024)	https://www.thesun.co.uk/money/28797925/thousands-parents-apply-school-uniform-grant-from-today/ Updated 1.7.24(accessed 25.06.2025)

Other sources of funding, if you work for a supermarket and meet the criteria is

<https://www.groceryaid.org.uk/get-help/school-essentials-grant/>

You may be eligible for further assistance, take a look at the Grant Search tool at

Turn2us <https://grants-search.turn2us.org.uk/>