



**Stronger
Together**

Uniform, Appearance and Equipment Policy	
Lead Governor & Member of SLT:	Chris Radford and Ian Horgan
To be approved by:	Full Governing Body
Frequency of review:	Every 12 months
Date approved:	September 2023
Next review date:	September 2024

Introduction

At Queensbridge School we are proud of our standards of school uniform and equipment that are the result of a high degree of cooperation between parents/carers, pupils and the school.

We are firm believers in a school uniform that is properly and consistently worn. We believe that this helps young people to develop a real pride in themselves and their school and to look smart helps them to think smart too. Uniform helps pupils to feel part of our community and makes the point that there is no discrimination. It sets a standard which supports our expectations of work and behaviour. We find it helps maintain the right environment for learning.

All pupils wear their uniform both in school and when representing the school at events or on visits. When the pupils are travelling to and from school in the community we expect that the same high uniform expectations are met with the pupils wearing the uniform with pride and role modelling our beliefs. In this respect we expect no less from our pupils than an employer would expect of their employees.

Uniform Procedures

Each morning, tutors check the uniform of tutees and your child will be referred to the Head of Year if they are in incorrect uniform. The Head of Year will decide on how to proceed.

These ways forward include but are not limited to:

- a. Phoning parents to ask them to bring the correct item of uniform into school.
- b. Asking for permission to send the pupil home to rectify their uniform.
- c. Providing a uniform loan.
- d. Correcting the appearance issue at the pastoral office before being allowed back into circulation.
- e. Issuing a temporary uniform pass to enable families a short period of time to rectify an incorrect item of uniform.

Pupils will be referred to Head of Year for:

- Incorrect uniform (including but not limited to incorrect shoes, inappropriate trousers or skirt, incorrect PE or Dance Kit).
- Inappropriate makeup (including false nails that pose a safeguarding risk) or jewellery (that pose a safeguarding risk).
- An inappropriate piercing (that poses a safeguarding risk).

Tutors and Heads of Year will call home to discuss repeat offenders of uniform issues each week. If pupils persistently breach our uniform and appearance policy then we reserve the right to use appropriate sanctions whilst supporting parents/carers and pupils to rectify the issue.

1. Shoes

- We do appreciate that shoes can be an expensive item for parents to buy and we are therefore keen to ensure the correct version is purchased.
- Shoes should be black, in a formal plain style and be able to be polished.
- Trainers are not permitted in any material. Canvas shoes are also not permitted.

- Shoes with visible brand logos are not permitted.
- Below are examples of some styles of shoes the school deems unacceptable. This is not an exhaustive list.



2. Skirts

- The navy-blue skirt should be of a standard length and appropriate for an academic environment.
- Fitted and/or Lycra skirts are not permitted.
- Black skirts are not permitted.
- Skirts should be no more than 5cm above the knee.

3. Trousers

- Trousers should be navy blue and a formal full-length.
- Trousers should be worn on the waist and appropriate for an academic environment.

4. Jumpers

- Jumpers should be navy-blue with a V-neck and the 'Q' logo.
- Pull over the head sweatshirts or pull over the head hoodies are not acceptable.

5. Polo shirts

- Polo shirts should be pale blue (long or short sleeve) with the 'Q' logo.
- Base layers are not permitted.

6. Appearance

- Hair and make-up should be of a natural colour.
- Nails should look natural and be of a safe length for all school activity (e.g. PE).
- Pupils with nails that pose a safeguarding risk will be sent to their Head of Year.

7. Jewellery and Mobile Phones

- Mobile phones and smart watches must not be seen anywhere on the school site. If seen, the device will be confiscated for parent/carer collection.
- Flat rings, stud earrings or small hoops that are flush to the ear are permitted providing they are safe for all school activity. In certain subjects, pupils will be asked to remove or cover jewellery (e.g. PE, DT and Food Technology).
- If your child is having a piercing, please ensure this takes place at the beginning of the summer holiday so that pupils are able to remove the piercings when they return to school.
- Nose studs are permitted but hoops in the nose are not.
- A small number of bracelets are permitted (no more than three on each arm) but these must be removed for any lessons where this would pose a safety risk.
- Caps, hats and sunglasses should not be worn in the school building.

8. PE and Dance Kit

For PE:

- Short-sleeved PE top with 'Q' logo.
- Dark blue tracksuit bottoms, shorts or skorts with 'Q' logo.
- Dark blue or white sports socks.
- Sports trainers suitable for PE activity.
- Slide-in shin pads and gumshield (for hockey).
- Optional: long-sleeved PE top with 'Q' logo.

For Dance:

- Short-sleeved PE top with 'Q' logo.
- Dark blue tracksuit bottoms or leggings with 'Q' logo.
- Shorts and skorts are not permitted for Dance.

9. Affordable Uniform

- At Queensbridge School we are committed to ensuring that our uniform remains affordable for families and that uniform is never a barrier to pupils receiving an outstanding education.
- Our uniform policy has taken account of the law passed in parliament on 29th April 2021 and will be compliant with any statutory guidance released from government.
- Queensbridge School welcomes the Government's recognition that the quality and longevity of garments should be considered alongside their cost. It is for this reason that we have limited garments as 'branded items'. Branded items of our uniform help to create a sense of belonging and identity.

The following local uniform suppliers provide all branded items of uniform:

Clive Mark Schoolwear, 38 Poplar Road, Kings Heath (0121 444 0606)

Mansuri Stratford Road Store, 764 Stratford Rd, Birmingham B11 4BP (0121 778 2787)

All other uniform items can be sourced for an affordable price from any school uniform stockist including Sainsbury's, ASDA, Tesco, Matalan and M&S.

If parents/carers require assistance with school uniform due to financial constraints then please do not hesitate to contact the school via the relevant Head of Year.

16. Further details

We ask that parents/carers mark all items of clothing with the pupil's name, in order for us to return any lost possessions to the rightful owner.

We will contact home whenever there is a problem with uniform. Should there be any questions as to what acceptable school uniform is, please contact the school to clarify matters before purchase.

Ideally, please send the school a photo of the item if you are concerned it might not meet the school uniform policy. Alternatively, keep the receipt and bring the item to school and we can look at it to confirm that it complies with our policy. In this way families avoid unnecessary expense.

Queensbridge School reserves the right to amend the uniform and appearance policy when necessary. We will always endeavour to be reasonable in our deadlines for changes in policy where applicable.

Equipment for every lesson

School bag – suitable to carry A4 folders/books.

Pencil case – containing blue, black and green pens, pencils, sharpener, eraser and ruler, glue stick and highlighters.

Scientific calculator.

Reading book (can be borrowed from the library but must be carried in school bags at all times).

Our Priority

To ensure consistently high standards of equipment and uniform standards across Queensbridge while ensuring form tutors and heads of year tackle issues quickly and effectively, the Senior Leadership Team (SLT) will, over time, implement:

1. Clear Policies and Guidelines

Develop and communicate clear and comprehensive uniform and equipment policies to all pupils, parents, and staff members.

Specify the acceptable standards for uniforms, including attire, footwear, and accessories, and provide a list of essential equipment

2. Routine Uniform and Equipment Checks *

Conduct regular inspections of pupils' uniforms and equipment to identify and address any non-compliance issues promptly.

Establish a schedule for inspections, and ensure that form tutors and heads of year are actively involved

3. Training and Awareness

Provide guidance and clarity to form tutors and heads of year on the uniform and equipment expectations, emphasising the importance of consistent enforcement (Pastoral Briefings).

Ensure that staff members can recognise common issues and address them sensitively.

4. Communication with Parents

Maintain open lines of communication with parents, informing them about the school's uniform and equipment expectations (e.g. Edulink, phonecalls home).

Address parental concerns and queries promptly and professionally.

5. Support Mechanisms

Establish support mechanisms for pupils who may face financial difficulties in obtaining the required uniforms and equipment.

Encourage a culture of empathy and support among staff to deal with such cases discreetly.

6. Consistent Consequences

Clearly outline consequences for pupils who repeatedly fail to meet uniform and equipment standards (see Pastoral Guide).

Ensure that consequences are consistently applied by form tutors and heads of year.

7. Rewards and Recognition

Implement a rewards system for pupils who consistently adhere to uniform and equipment standards.

Recognise and celebrate pupils who maintain high standards as positive role models.

8. Regular Feedback

Encourage form tutors and heads of year to provide regular feedback on uniform and equipment compliance to the SLT.

Use this feedback to make necessary adjustments to policies and procedures.

9. Continuous Improvement

Periodically review and update uniform and equipment policies to reflect changing needs and trends.

Seek input from pupils, parents, and staff members when making revisions.

10. Lead by Example:

Ensure that SLT members and all staff members model the expected standards of uniform and equipment compliance.

By implementing these strategies, the SLT can help maintain consistently high standards of equipment and uniform throughout the secondary school and empower form tutors and heads of year to address issues effectively.