

# Kingsmead School



## Uniform Guidance

Date of Last Review	Sept 2023
Date of Next Review	Sept 2024

# Uniform Policy Guidance

Kingsmead is a uniformed school and there is a clear expectation that students will wear full uniform and wear it appropriately. Parents/carers are expected to support the school with this. Uniform is worn in Years 7 to 11 and there is a Dress Code for Sixth Form students. Items specific to Kingsmead are only available from Crested School Wear in Cannock.

Their address is:

67 High Green, Cannock, Staffs, WS11 1BN

Telephone: 01543 504866 website: [www.crestedschoolwear.co.uk](http://www.crestedschoolwear.co.uk) the official supplier of Kingsmead uniform. Items which are not specific to Kingsmead can be purchased from any supplier of school uniform.

NB. The school has used the DfE non-statutory guidance on school uniform and agrees with the guidance given in the DfE booklet which states:

‘The school uniform plays a valuable role in contributing to the ethos of a school and setting an appropriate tone. The Department strongly encourages schools to have a uniform as it can instil pride; support positive behaviour, and discipline; encourage identity with, and support for, schools ethos; ensure pupils of all races and backgrounds feel welcome; protect children from social pressures to dress in a particular way; and nurture cohesion and promote good relations between different groups of pupils. The Department also encourages schools to have a very clear position about appearance such as hair colour, style and length and the wearing of jewellery and make-up.’

The main reasons for having a school uniform are that it:

- promotes a sense of pride in the school and a sense of community and belonging;
- identifies students with Kingsmead both in school and in the local community;
- is practical and smart;
- makes students feel equal to their peers in terms of appearance and financial circumstances.

## Uniform Guidance

If you are in any doubt about what is/is not permitted, please check with the school beforehand or view the school website ([www.kingsmeadschool.net](http://www.kingsmeadschool.net))

Full school uniform must be worn correctly at all times during the school day, including breaks and lunchtimes. If students participate in sport at break/lunch, they may change, however they must change back before they return to the school building.

All items of clothing must meet the school regulations and must not be fashion garments.

All items of uniform should be clearly marked with the student’s name.

We **expect** students to wear:

- The official Kingsmead grey school blazer
- Kingsmead tie. The traditional tie must be worn correctly with a single knot and finishing just above the waist
- Tailored formal black school trousers - full length to the shoes with a crease. They should have belt loops and real pockets (not zips). They cannot be skinny around the ankle
- One of the embroidered Kingsmead skirts or embroidered tailored shorts. Please note PE shorts are only for PE lessons
- Plain white school shirt with a buttoned neck capable of taking a tie and long enough to be tucked into trousers or skirt
- Plain black, grey or white socks or plain black or skin-coloured tights
- Plain black leather (or equivalent) shoes with low heels. Shoes with Velcro straps are allowed. Trainers or training style shoes / sports branded 'shoes' are not acceptable. This includes any 'shoes' that have a mesh upper/tongue. There should be no labels / designs on the sides of the shoes
- Plain black leather looking boots may be worn under trousers





Any student with a medical reason who wishes to wear footwear other than that described above **must provide medical documentation with a specified time period stipulated. If this extends beyond a period of 7 days then it will be open to review and further written notification.**

**Notes from parents are not considered as medical documentation from a qualified practitioner. If a medical note is not provided then students will be expected to borrow correct footwear from the hub if they arrive to school without correct footwear.**

In **addition** students may wear:

- Plain black V-necked long sleeved or sleeveless jumper or waist length cardigan (with buttons, no zips)
- An appropriate waterproof outdoor coat to travel to and from school (we would encourage this). Hoodies are not acceptable as a winter coat
- Plain black belt with conventional buckle worn through belt loops
- A wristwatch (we would encourage this), one plain ring and one pair of small ear studs (one in each ear)
- Natural coloured nail polish and discreet make-up for students in Year 9, Year 10 and 11. Students will be expected to remove any excessive or inappropriate make-up in the Progress Hubs, and parents will be contacted about this)
- Y12 & 13 are allowed to wear acrylic nails as long as they do not interfere with the subjects being studied
- One Charity wristband of a standard size and with a Charity name clearly marked
- Kingsmead approved badges handed out by the school

**We do not** allow students to wear:

- Trousers with zipped pockets, hipsters, jeans, jegging/ leggings of a jersey material or skinny cropped style fashion trousers, tight around the ankle
- Non-regulation clothing under their blazer for example, hooded tops/sweatshirts (except as part of PE kit) or hats/caps. These will be confiscated and returned at the end of the day
- Canvas shoes/pumps/trainers
- Trainers manufactured by sports companies that are 'branded' as shoes
- Shoes that have white or coloured soles, coloured laces, or large logos
- Suede 'Ugg' type **boots**
- Fashion belts or large buckles
- Hoops, spikes, facial piercings
- Visible body or facial piercings including nose, lip or tragus
- Industrial piercings
- False nails, nail extensions or coloured nail polish
- False eyelashes
- Make-up in Y7 and Y8
- Bracelets and bangles
- Hair braiding's (coloured), hair extensions (inappropriate colours)



## Hair

Whilst it is difficult to clearly define hair styles and colours, it is important to maintain a smart and professional appearance and high standards. Bright non-natural hair colours (e.g. bright pink, blue, green etc.) and extreme hair styles (eg: shaved patterns including tramlines, Mohicans) are **not** permitted. Students **should not** have several hair colours. Students will be expected to rectify any inappropriate hair styles/colour as directed by the Progress Teams and a timeline for this to be corrected will be issued. If in doubt, students should contact their Progress Leader before having their hair cut/coloured.

## Piercings

Body and facial piercing (including tongues,) are not appropriate and are a Health and Safety concern based on the number of different subjects students attend throughout the day. Students who wear such piercings will be asked to remove them. Refusal to remove piercings at school will result in possible internal exclusion or the student being sent home after parents have been contacted. The school accepts 1 pair of small ear studs, one piercing in each ear lobe.

Parents/carers are asked to arrange appointments for piercing at the beginning of long holiday periods to enable removal of piercings in school. In PE lessons, students will be required to remove ear studs/plastic piercings for health and safety reasons.

## Physical Education

If you are in any doubt about what is/is not permitted, please check with the PE department beforehand. All items of PE kit and equipment should be clearly marked with the student's name, no jewellery or piercings should be worn and long hair must be tied back.

We **expect** students to wear:

- Black and gold Kingsmead polo shirt
- Black Kingsmead PE shorts
- Kingsmead football/hockey socks, black or white ankle socks
- Football boots and training shoes (students need both to participate in the different activities offered by the school)
- Gum shields (available from School Reception for £2.50) must be worn for hockey/rugby
- Shin pads must be worn for football and hockey

In **addition** they may wear:

- A Kingsmead multi sports top
- Plain black tracksuit
- Black tracksuit with white stripes

The school has a stock of PE kit which can be loaned out for a lesson. This is regularly cleaned and laundered. There is an expectation that, if a student does not bring their kit, they will wear the kit provided without argument. Refusal to comply may result in the student being internally excluded and the parent(s) will be contacted.

Students who are unable to participate in a PE lesson are expected to get changed and take part in the lesson as a coach or an official.

Students who do not wear the correct PE kit will receive a PREP sanction and parents will be notified regarding the lack of correct equipment.

### Incorrect Uniform

The school has a stock of uniform which will be loaned out temporarily for the day in the event that a student arrives at school without an item of uniform or with an inappropriate item. This is regularly cleaned and laundered. There is an expectation that, if a student is asked to wear this uniform, then they will comply without argument. Refusal to comply may result in the student being internally excluded and the parent(s) will be contacted.

Students who borrow items of uniform are required to return the item at the end of the school day (2.30pm).



- Ties, blazers and black shoes are available from Key Stage Hubs.

**PLEASE NOTE that plain black shoes will be provided for students who arrive wearing inappropriate footwear.**

Failure to return borrowed items of clothing will be recorded and an R&R sanction will be issued once parents have been contacted.

If students do not wear the correct uniform or wear uniform in an incorrect way, this will be recorded and should the issue persist then an R&R sanction will be issued and parents contacted to rectify the situation.

Confiscated items will be kept in reception. The school will decide how long the item is confiscated for. Usually this is until the end of the day but if the issue is persistent this may be longer or only returned to the parent when they come into school to collect the item. **Certain items are not permitted to be returned to students. Parents will be contacted about these and a meeting arranged to discuss the confiscation of these items.**

## **Equipment**

It is expected at Kingsmead that students are prepared for their learning at all times. Therefore the following equipment is mandatory for all lessons

- Pen (black or blue ink)
- Pencil
- Ruler
- Rubber
- Scientific calculator

## **Pre-Loved**

Here at Kingsmead we are very passionate about preventing waste and supporting our families. Therefore, each year we ask parents to donate any uniform that their child has grown out of that can be reused for another child. This is laundered and then sold on at our preloved sales, heavily discounted. Simultaneously supporting families with rising costs and generating funds towards the hardship fund.

The next preloved sale will be held in June 2024.

## **Mobile Phones and Other Electronic Devices Policy**

- Students are expected to have their mobile phone/electronic equipment turned off and in their bag. Staff will confiscate these devices when a student hasn't followed the procedure
- If a student is caught using their phone or has their phone out on the school premises during the school day including leaving the school site, then a member of staff will confiscate the phone
- Phones are taken by the member of staff to reception
- Reception staff keep the phone and record electronically
- Students will be able to collect phone at the end of the school day on the first occasion



Number of confiscations	Action taken
1	Phone returned to the student/warning issued (logged G4S)
2	Parent/carer has to collect their phone (PREP issued)
3	Phone is kept overnight parent/carer has to meet with PL to get phone back the following day
4	Phone is kept overnight parent/carer has to meet with PL to get phone back the following day . Student is to hand the device to the progress teams at the start of the day and returned at the end. Treated as a serious behaviour incident and could lead to a FTE for FTFI

# Sixth Form Dress Code

*The overarching aim of the Sixth Form dress code is that attire be formal and of a professional standard that would be acceptable in a customer-facing business environment*

## **Purpose – why is dress code important?**

It is essential that Sixth Form students are dressed formally and appropriately for a working day at school, along with staff they are role models for the younger pupils in the school and as such, they must reflect a positive work ethic and attitude towards their learning and appearance at all times.

The main purpose of the dress code is to ensure that Sixth Form students present themselves in a formal, professional manner both inside school and out in the local community.

Students studying Art, Design or Animal Management courses can wear an overall or apron in order to protect their clothing. Students who study Sport and Performing Arts subjects may wear appropriate school-branded clothing for these lessons only, but must ensure they change back into formal dress for all other lessons.

## **What is formal, professional dress?**

1. A formal suit or jacket – jackets must be worn as outer jackets before any coat is introduced
2. Tailored formal trousers, skirt or shorts – skirts and shorts must be of an appropriate business-style length, i.e. closer to the knee than the hip, and must not be skin-tight
3. A formal collared shirt and tie, or a formal blouse that can be collared or uncollared – shirts/blouses must be tucked in, and ties must be done up to the top button
4. A dress that it is of an appropriate professional style, specifically in terms of length and neckline and suitable for a place of work
5. Crew-neck or v-neck jumpers or cardigans, no chunky knitwear, large logos or images
6. Formal leather, leather-style or suede shoes or boots

## **What is not permitted?**

1. Hoodies
2. T-shirts, sport shirts and vest tops
3. Clothing made of see-through material
4. Clothing that is skin-tight
5. Clothing that does not cover the midriff
6. Hats
7. Flannel
8. Denim
9. Beach and sports shorts
10. Leggings and fishnet tights
11. Trainers, canvas, Vans, flip flops, sliders and “Ugg-style” boots
12. Shoes that have heavy ornamentation like excessive buckles and spikes
13. No industrial piercings are allowed
14. Piercings of the face / tongue

## **Hair and Piercings**

Only natural hair colours, and piercings of the outer ears are allowed.