



DISCOVERY
EDUCATIONAL TRUST

Uniform Policy

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Contents

1. Introduction.....	3
2. Scope	3
3. Legislation and Regulation	3
4. Aims and Objectives	4
5. Cost.....	4
6. Uniform Requirements.....	6
7. Jewellery and Symbols of Faith	6
8. Hair and Make-up.....	7
9. Footwear.....	7
10. The Role of Parents/Carers	7
11. The Role of Staff.....	8
12. The Role of the Trust Board and Local School Committees	8
13. Links to Other Policies.....	8
Appendix 1 – Chase High School Uniform	9
Appendix 2 – Hogarth Primary School	11
Appendix 3 – Kelvedon Hatch Community Primary School.....	12
Appendix 4 - Larchwood Primary School Uniform.....	14
Appendix 5 – St. Martin’s School Uniform.....	15

1. Introduction

In its non-statutory guidance on School Uniforms, updated in November 2021, the Department for Education (DfE) states:

“We strongly encourage schools to have a uniform, as it can play a key role in:

- promoting the ethos of a school;
- providing a sense of belonging and identity;
- setting an appropriate tone for education.

This is the Uniform Policy for Discovery Educational Trust (DET) and its Schools:

- Chase High School (CHS);
- Hogarth Primary School (HPS);
- Kelvedon Hatch Community Primary School (KHCP)
- Larchwood Primary School (LPS);
- St. Martin’s School (SMS).

The Policy is published on the DET and School websites and is available in hard copy from the relevant School Office/Reception.

2. Scope

This Policy is consistent with the DET Equality Statement and Objectives and applies equally to all pupils, irrespective of their sex, gender reassignment, race, disability, sexual orientation, pregnancy and maternity or religion or belief or special educational needs, subject to considerations of safety and welfare.

3. Legislation and Regulation

This Policy meets DET’s responsibilities under the [Equality Act 2010](#), which prohibits discrimination against an individual based on the protected characteristics, which include sex, race, religion or belief, and gender reassignment.

To avoid discrimination, DET and its Schools:

- Avoid listing uniform items based on sex, in order to provide all pupils, the opportunity to wear the uniform that they feel most comfortable in or that most reflects their self-identified gender;
- Ensure that uniform costs are equitable for all pupils attending the same DET School;
- Allow pupils to request changes to swimwear for religious reasons;
- Allow pupils to wear headscarves and other religious or cultural symbols (refer Sections 6.6 and 7.2 below);
- Allow for adaptations to this Policy on the grounds of equality by asking pupils or their parents/carers to contact the Headteacher (HT) with questions and requests about the Policy.

This Policy also has regard to the following guidance and advice:

- [Special educational needs and disability code of practice: 0 to 25 years \(DfE, January 2015\)](#);
- [School Admissions Code: Mandatory requirements for statutory guidance for admission authorities, governing bodies, local authorities, schools' adjudicators and admission appeals panels \(DfE, September 2021\)](#);
- [Suspension and Permanent Exclusion from maintained schools, academies and pupil referral units in England, including pupil movement: Guidance for maintained schools, academies, and pupil referral units in England \(DfE, September 2022\)](#);
- [School uniforms: guidance for schools \(DfE, November 2021\)](#);
- [Cost of school uniforms \(DfE, November 2021\)](#).

4. Aims and Objectives

This Policy is based on the principle that uniforms in DET Schools:

- engender an expectation of high behavioural standards;
- promote a sense of pride in DET and its Schools;
- engender a sense of community and belonging towards DET and its Schools;
- are practical and smart and designed with health and safety in mind;
- identify children with DET and its Schools;
- prevent children from coming to school in fashion clothes that could be distracting in class;
- make children feel equal to their peers in terms of appearance and mask any inequality in home circumstances;
- support DET's and its Schools' commitment to inclusion;
- are considered good value for money by the majority of parents/carers.

5. Cost

In accordance with [DfE Statutory Guidance on the cost of school uniforms](#) and also the values and culture of DET and its Schools, this Policy reflects the importance of value for money, but also environmental sustainability.

In producing this Policy, the following points have been considered:

- **Overall cost implications** – awareness of how uniform costs could mount up where multiple items of the same garment may be needed. For example, when a child may grow out of an item quickly or where spare items are likely to be needed.

Response: this Policy does not place any expectation on parents/carers to purchase a set number of any item.

- **Variations in uniform** – for example, different colours or different items across Year Groups/classes/house groups/genders, and the impact on total cost and the ability of parents/carers to pass uniform items down between siblings.

Response: this Policy does not place any expectation on parents/carers to purchase variations on items.

- **Avoidance of frequent changes to minimise financial impact** – schools should be able to demonstrate how any change in uniform specification secures the best value for money and why the change is required.

Response: DET and its Schools will only make changes to Uniform Policy if value for money for parents/carers can be demonstrated. Also, where any change is implemented, pupils are able to continue to wear “old” uniform for a reasonable period to minimise cost.

- **Affect on different groups of pupils** – understanding of how the cost of the uniform might affect each group represented at each DET School.

Response: no changes are made to uniform policy without considering all groups of pupils across all DET Schools.

- **Views of parents/carers and pupils** – full engagement and consultation with parents/carers and pupils on the cost implications of uniforms and any proposed changes.

Response: DET and its Schools always seeks parent/carer and pupil input and feedback on proposed uniform changes via a number of mechanisms – surveys, focus groups, parental representation at Local School Committee (LSC), News & Views and other parent/carer correspondence, assemblies, Junior Leadership Team.

- **Additional uniform requirements for extra-curricular activities** – avoidance of need for parents/carers to purchase additional uniform for activities such as sport, music and drama.

Response: DET and its Schools do not place additional requirements on parents/carers for extra-curricular uniform items.

- **Branded items** – these should be kept to a minimum and, if deemed necessary, balance benefits of branded items vs. costs to parents/carers.

Response: branded items are kept to a minimum across DET and its Schools. At CHS, the blazer, tie and certain items of PE Kit are the only mandatory items that are branded. At HPS and LPS, there are no mandatory items that are branded. At KHCPs, only the tie is branded. At SMS, the blazer, tie, jumper and PE Kit (polo shirt only) are the only mandatory items that are branded. Sew-on badges are also available to SMS pupils to reduce the cost of purchasing blazers.

- **Multiple expensive items** – avoidance of requirement for parents/carers to purchase items such as coats, bags, trainers and footwear for sport.

Response: DET and its Schools do not require the purchase of multiple expensive items.

- **Non-school day items** – avoidance of specific requirements for items that can be worn by children outside of School, i.e. coats, bags and shoes.

Response: The requirements of DET and its Schools do not preclude items such as coats, bags and shoes from being worn out of School.

- **Pre-loved uniform provision** – ensuring that arrangements are in place for parents/carers to acquire second-hand, pre-loved uniform items.

Response: all DET Schools offer a pre-loved uniform provision.

- **Contracts with suppliers** – proactive engagement with existing and prospective suppliers with aim of reducing costs. Ensuring that written contracts are in place for the supply of branded items. All savings negotiated are passed to parents/carers. No cashback

arrangements entered into. Contracts with single suppliers avoided as far as possible and regular tendering processes undertaken to ensure that best value is secured.

Response: DET believes that its current uniform suppliers ensure best value for money. If a tendering process is entered into in the future, parents/carers will be consulted.

6. Uniform Requirements

- 6.1 Uniform requirements for each of the DET Schools, detailing those items that are compulsory and those that are optional, are detailed in Appendices 1 to 3.
- 6.2 Correct uniform must be worn at all times during the day (other than on specified non-uniform days), and when travelling to and from School. Uniform must also be worn whilst participating in relevant Educational Visits or, if appropriate, when representing the School at, for example, sports events. All items of uniform must be clearly marked with the pupil's name.
- 6.3 Pupils are required to wear uniform correctly and responsibly. DET and its Schools may discipline pupils in accordance with the School's Behaviour Policy if they are not wearing the correct uniform.
- 6.4 Pupils, who do not have the complete or correct uniform, must provide their Tutor/Class Teacher with a note explaining the reason why, and when the situation will be remedied.
- 6.5 Pupils, who continue to breach this Uniform Policy, may be asked by the HT to return home briefly, with parental consent, to remedy the breach.
- 6.6 DET and its Schools consider reasonable requests to alter its Schools' uniforms, for example, for transgender pupils, religious requirements and reasonable adjustments for disabled children.

Where there is any uncertainty as to whether an item may be worn, the matter must be referred to the HT, whose decision is final, subject to the procedure detailed in the DET Complaints Policy and Procedure.

7. Jewellery and Symbols of Faith

- 7.1 Pupils are not allowed to wear jewellery to School on health and safety grounds. The exceptions to this rule are:
 - A wristwatch (at HPS, KHCPs and LPS, only pupils from Year Group 3 onwards are allowed watches);
 - One pair of stud earrings to be worn in the lower lobe of pierced ears (for pupils at CHS and SMS only);
 - Small objects of religious significance, for example, a crucifix necklace or a Sikh Kara;
 - Medical identification bracelets worn by pupils, who have significant medical problems, e.g. diabetes or epilepsy.

All items of jewellery must be removed during PE, games and swimming lessons/events.

- 7.2 Certain items of headwear, such as a turban or hijab, may be worn by pupils when doing so is genuinely based on manifesting religious or racial beliefs or identity. Any such item of headwear must be plain with no embellishment, in colours consistent with the School uniform colours, and allow the School tie to be visible.

Where there is any uncertainty as to whether an item may be worn, the matter must be referred to the HT, whose decision is final, subject to the procedure detailed in the DET Complaints Policy and Procedure.

8. Hair and Make-up

- 8.1 Hairbands, ribbons/bows or “scrunchies” must be plain with no decoration attached and in colours consistent with the School uniform colours. Note that “scrunchies” are not permitted at HPS and LPS;
- 8.2 Long hair must be tied back for health and safety reasons;
- 8.3 Discreet make-up may be worn (by pupils at CHS and SMS only):
- 8.4 Nail varnish (except for clear nail varnish) and other noticeable appearance altering treatments, for example, eyebrow treatments, false lashes must not be worn. Nail extensions are not permitted;
- 8.5 Extreme haircuts are not permitted, as judged by the HT. Pupils should not have their hair coloured or dyed. The use of styling products should be kept to a minimum.

9. Footwear

- 9.1 Traditional plain black, flat, polishable school shoes must be worn by all pupils. Further detail is included in Appendices 1 to 3.
- 9.2 Shoes with platform soles or high heels are not to be worn in School for health and safety reasons.
- 9.3 Trainers and canvas shoes are not permitted in School as they are not in keeping with the smart appearance that the School uniform aims to promote.

10. The Role of Parents/Carers

- 10.1 All parents/carers are asked to support this Policy. Parents/carers have a duty to send their children to school correctly dressed and ready for their school day.
- 10.2 It is the responsibility of parents/carers to ensure that their children have the correct uniform and PE Kit and that both are kept clean and in good repair and are clearly labelled (write names inside labels rather than embroidered personalisation so that items can be passed on more easily).
- 10.3 If a parent/carer has difficulties in fulfilling the requirements of this Policy, they should speak, confidentially, to a member of the School’s Senior Leadership Team (SLT). Parents/carers should be assured that DET and its Schools always do all they can to help.
- 10.4 DET and its Schools welcome children from all backgrounds and faith communities. If there are serious reasons, for example, on religious grounds, why parents/carers want their child to wear clothes that differ from the School uniform, DET and its Schools look sympathetically at such requests.
- 10.5 If any parent/carer would like DET/its Schools to consider modifying this Uniform Policy, they should, in the first instance, make representation to the HT.
- 10.6 If any parent/carer would like to request an exception to this Uniform Policy, they should, in the first instance, contact the HT.
- 10.7 If any parent/carer would like to lodge a complaint about the cost of the School uniform, they should follow the procedure detailed in the DET Complaints Policy and

Procedure, which is available on the Trust and Schools' websites or from the relevant School Office in hard copy.

11. The Role of Staff

- 11.1 Staff closely monitor pupils to ensure that they are in correct uniform. They provide pupils and families breaching this Uniform Policy the opportunity to comply, but must follow-up with the Deputy Headteacher (DHT) (CHS), the HT (HPS, KHCPs and LPS) and the Director of Key Stage and DHT (SMS) if a situation does not improve.
- 11.2 Ongoing breaches of this Uniform Policy are dealt with in accordance with the School's Behaviour Policy.
- 11.3 In cases where it is suspected that financial hardship has resulted in a pupil not complying with this Uniform Policy, the Schools take a mindful and considerate approach to resolving the situation.

12. The Role of the Trust Board and Local School Committees

- 12.1 The Trust Board (TB) is responsible for ensuring that the Uniform Policy meets all requirements and regulations concerning equal opportunities.
- 12.2 The TB ensures that the Uniform Policy helps all children to dress sensibly, in clothing that is hardwearing, safe and practical.
- 12.3 The TB ensures that the DET School uniform supplier arrangements give the highest priority to cost and value for money (including the quality/durability of garments). Whilst DET does not have a single supplier across all Schools, only one School has more than one uniform supplier. All uniform suppliers are under constant review, and especially so when prompted by parental or pupil complaint. An extensive review of all uniform supplier contracts is to be undertaken by each DET School during academic year 2023/24.
- 12.4 The LSCs support the HTs in implementing this Policy. They consider all representations from parents/carers regarding the Policy and liaise with the HTs to ensure that the Policy is implemented fairly and with sensitivity.
- 12.5 The LSCs monitor and review the Uniform Policy by:
- Seeking the views of parents/carers, to ensure that they agree with and support the Policy;
 - Considering, with the HTs, any requests from parents/carers for individual children to have special dispensation with regard to School uniform;
 - Requesting the HTs to report to the LSCs on the way the Uniform Policy is implemented.

13. Links to Other Policies

This document should be read in conjunction with the following:

- School Anti-Bullying Policies;
- School Behaviour Policies;
- DET Complaints Policy and Procedure;
- DET Equality Statement and Objectives.

Appendix 1 – Chase High School Uniform

Full details of CHS uniform requirements are detailed on the School website: <https://www.chasehigh.org/parents/uniform-guide>.

All of CHS uniform, excluding the PE Kit (see PE Kit section below), can be ordered from Schoolwear Centres in Hamlet Court Road or Southernhay Shopping Centre in Basildon (refer below link to the Schoolwear Centres' website). The uniform features a fitted jacket for girls and a tailored design for boys, both complete with the school logo on the lapel.

www.schoolwearcentres.com.

Uniform List for Year 7 to 11

All Pupils

- A school blazer with embroidered logo;
- A plain black V-neck jumper or cardigan;
- A white long- or short-sleeved shirt;
- Plain regular fit black trousers or pleated black, knee-length skirt;
- A school tie;
- Polishable black shoes;
- Black or grey socks or plain black or flesh-coloured tights.

Blazers and Ties

Blazers and ties are only available from Schoolwear Centres in Hamlet Court Road.

Skirts

Skirts must be of an appropriate length.

Black Trousers

Black trousers should be a regular fit and length. They must not be cropped, ankle grazers or be a skin-type fit or leggings style.

All items are available from Schoolwear Centres in Hamlet Court Road, Paul's on Southchurch Road or a shop of your choice.

Black Shoes

Shoes must be polishable and only allowed up to the ankle. Boots are not permitted.

Pupils may not wear hoodies, sweatshirts, leggings or jeans, trainers or Vans®.

Piercings

The only piercing allowed is a pair of small stud earrings in the ear lobes, due to health and safety considerations.

Hair

No extreme hairstyles are permitted and hair should be of a natural colour.

School Equipment

- A school bag;
- Pencil case; scientific calculator; maths set; black biros; pencils; ruler; eraser; coloured pencils and a water bottle.

PE Kit

PE Kit is available direct to parents/carers from SWI Schoolwear via its online ordering system at www.swidtp.co.uk. The following items are compulsory:

All Pupils

- Polo shirt with school logo (only available from SWI)
- PE shorts and/or leggings (only available from SWI)
- Performance Coolmax socks (only available from SWI) or white trainer socks

Hoodies, rugby shirts, ¼ fleeces and tracksuit trousers are not compulsory, but can be ordered from SWI Schoolwear, if required.

Please note that other variations of leggings and outer garments are not permissible.

The CHS website also includes links to:

- PE Kit - SWI Schoolwear Direct to Parent Guide;
- PE Kit - SWI Schoolwear Latest Information Guide;
- PE Kit - SWI Schoolwear Price List 2023.

Appendix 2 – Hogarth Primary School

Full details of HPS uniform requirements are detailed on the School website:

<https://www.hogarthprimary.co.uk/uniform-information/>

HPS expects every pupil to be wearing uniform.

Its uniform requirements are:

- White polo shirt;
- Plain black or grey skirt or trousers (shorts during warmer weather);
- Black or grey pinafore;
- Blue/white check dress (during warmer weather);
- Navy sweatshirt/cardigan (preferably with the school logo available from its supplier);
- Grey/Black socks or tights;
- Black shoes.

PE Kit

- White t-shirt;
- Black shorts;
- White socks;
- Plimsolls for indoor, trainers for outside;
- Tracksuit bottoms and sweatshirt in the colder months.

Other Requirements

No jewellery.

Watches can be worn from Year 3 onwards. This includes Fitbits or similar.

Children are not permitted to have dyed hair.

For branded uniform please use this link - <https://www.smartypantsschoolwear.com/>.

Appendix 3 – Kelvedon Hatch Community Primary School

Full details of KHPCS uniform can be found on the school website:

<https://www.kelvedonhatch.essex.sch.uk/uniform-1/>

The school's uniform provider is Smarty Pants. All branded items can be purchased through their website. Unbranded items can be purchased at any shop that sells unbranded school uniform.

<https://www.smartypantsschoolwear.com/search/for/kel/>

Reception, Year 1 and Year 2:

- Tailored grey trousers or grey skirt (on the knee). Grey shorts may also be worn;
- White polo shirt (with or without the school logo);
- Royal blue V-neck cardigan, V-neck jumper, or sleeveless jumper (with or without the school logo);
- Royal blue gingham school dresses may be worn from May half-term until the end of September, although grey skirts/white polo shirts may also be worn during these times;
- School book bag and P.E. bag;
- Shoes **must** be black and have a low heel. **NO TRAINERS.**

Years 3, 4, and 5:

- Tailored grey trousers or grey skirt (on the knee). Grey shorts may be worn during warm weather;
- White polo shirt (with or without the school logo);
- Royal blue V-neck cardigan, V-neck jumper, or sleeveless jumper (with or without school logo);
- Royal blue gingham school dresses may be worn from May half-term until the end of September, although grey skirts/white shirts may also be worn during these times;
- Shoes **must** be black and have a low heel. **NO TRAINERS.**

Year 6

- Tailored grey trousers or grey skirt (on the knee). Grey shorts may be worn during warm weather;
- White shirt (long or short sleeved);
- Royal blue V-neck cardigan, V-neck jumper or sleeveless jumper (with or without school logo);
- Royal blue tie with gold stripe (with or without clip);

- Royal blue gingham school dresses may be worn from May half-term until the end of September, although grey skirts/white shirts may also be worn during these times;
- Shoes **must** be black and have a low heel. **NO TRAINERS.**

PE Kit (all Year Groups)

- Plain white t-shirt (with optional school logo);
- Royal blue shorts;
- Plimsolls (Reception only);
- Trainers (Years 1 – 6);
- Dark plain tracksuit, i.e. black, navy blue or dark grey.

Appendix 4 - Larchwood Primary School Uniform

Full details of LPS uniform requirements are detailed on the School website:

<https://www.larchwoodprimary.co.uk/our-school/our-uniform>.

LPS prides itself on its pupils looking smart and ready for school. Creating the correct impression is an important factor in life and this starts at an early age.

LPS expects every pupil to be wearing uniform.

Its uniform requirements are:

- White polo shirt;
- Plain black or grey skirt or trousers (shorts during warmer weather);
- Black or grey pinafore;
- Red/white check dress (during warmer weather);
- Red sweatshirt/cardigan (preferably with the school logo available from its supplier);
- White/black/grey/red socks or tights;
- Black shoes.

PE Kit

- White t-shirt;
- Black shorts;
- White socks;
- Plimsolls for indoor, trainers for outside;
- Tracksuit bottoms and sweatshirt in the colder months.

Other Requirements

No jewellery.

Long hair should be tied up. Hair clips, hair bands and headbands to be plain (only one colour) and not have bows or flowers. They should also be red, white, brown or black. Scrunchies are not allowed.

Watches can be worn from Year 3 onwards. This includes Fitbits or similar.

Children are not permitted to have dyed hair.

Please click [here](#) for uniform supplier.

Uniform, except for the school jumpers, can be purchased from all good uniform suppliers.

Appendix 5 – St. Martin’s School Uniform

Full details of SMS uniform requirements are detailed on the School website:

<https://www.st-martins.essex.sch.uk/parents/school-uniform/>.

School Uniform

Full uniform is compulsory and must be always worn by all students when on school site and when travelling to and from school as ambassadors of SMS.

Parents/carers are able to purchase school uniform from two providers:

The School Uniform Specialist - www.theschooluniformspecialist.com.

In order to make purchases, parents/carers will need to enter the login code stm506 at the top right-hand corner of the screen. Please see the “How to Order” tab below for further details.

SmartyPants Schoolwear

Located in Hutton, Unit 1 Chancerygate, 33 Tallon Road (part of the Industrial Estate).

This supplier has a retail counter that is open in the afternoons, but parents/carers should refer to the supplier’s website for the latest opening times as these vary throughout the year.

SmartyPants Schoolwear is available for walk-ins on Monday, Tuesday and Thursday afternoons or parents/carers can make an appointment via its home page if they wish to be certain of being seen at a particular time. This supplier offers late night appointments on Tuesday evenings.

Uniform can also be purchased online for home delivery or collection from the supplier’s premises. Parents/carers should refer to the ordering pages on the supplier’s website for full details.

If there are any queries, parents/carers should call SmartyPants direct on 01277 363275.

All items of clothing must be marked clearly and indelibly with the student’s name.

Compulsory items for all students:

- Black blazer with school badge;
- White shirt with school tie (tie is to end at the waist) **or** pink and white checked blouse with long or short sleeves;
- Mid-grey trousers, shoe length (available from the School Uniform Specialists) and worn with plain black socks; **OR**
- Grey pleated school skirt that sits on the knee (available from the School Uniform Specialists) and worn with plain white ankle socks **OR** black seamless opaque tights. Skirts **must not** be rolled.
- Traditional plain black, flat, polishable school shoes. Trainers and canvas shoes are not acceptable.

- Trainer socks are not permitted.

Optional items:

- Regulation black V-neck pullover with logo and long sleeves for all Year Groups (optional, and available from School Uniform Specialists);
- Coats must be plain and not display fashion logos. Leather and denim jackets are not acceptable.
- Plain hooded jackets are permitted and may be worn as a coat, but must not be worn under blazers.

Jewellery, hair and makeup:

- Students may wear a wristwatch;
- Students with pierced ears can wear one small discreet stud in each lower ear lobe;
- Extreme haircuts are not permitted, as judged by the Headteacher;
- Discreet make-up may be worn;
- Nail varnish (except for clear nail varnish) and other noticeable appearance altering treatments, for example, eyebrow treatments and fake lashes, must not be worn. Nail extensions are not permitted.

PE Kit

Compulsory items for all students:

- Polo shirt (red or black with school logo) (available from School Uniform Specialists);
- Plain black shorts (no logos) or cycling shorts or skort;
- Knee-length, red rugby socks (for outdoor activities);
- White sports-style socks longer than the ankle (for indoor activities);
- Trainers (for indoor activities);
- Football boots/stud/blade footwear (for activities on the field);
- One-piece plain, dark swimming costume/swim shorts

Optional items:

- Red or black fleece top (with school logo) (available from School Uniform Specialists);
- Red or black base layers to wear under polo shirt/shorts, especially when activity is outside and the temperature is low;
- Rugby top (with school logo) (available from School Uniform Specialists);
- Shin pads;
- Gum shield.

Practical Work

- Aprons – one white apron for hard technology plus one butcher's, striped apron for Food Technology;
- An old shirt for use in Art lessons;
- School bag and kit bag of reasonable size;
- Pen, pencil, rubber, 30cm ruler;

- Geometry set (to include a protractor and a pair of compasses);
- Scientific calculator;
- A set of felt-tipped pens or coloured pencils;
- It is also useful to have a clear pencil case.