

Libra

Policies and Procedures

Coordinator Kirsty Crosby

Head Teacher Kirsty Crosby

Nominated Director Joan Wilkes

Last Review Date 21.05.18

Next Review Due 19.05.19

Mid-year updates

LIBRA School

School Uniform

We believe this policy should be a working document that is fit for purpose, represents the school ethos, enables consistency and quality across the school and is related to the following legislation:

- Health and Safety at Work Act 1974
- Education Reform Act 1988
- Education Act 1996
- School Standards and Framework Act 1998
- Human Rights Act 1998
- Learning and Skills Act 2000
- Special Educational Needs and Disability Act 2001
- Equality Act 2010
- Education Act 2011

The following documentation is also related to this policy:

- School Uniform in Multiracial Schools (NFER)
- School Uniform Guidance (DfE)

We have decided to have a school uniform for pupils as we feel it plays an important part in supporting positive behaviour and discipline, developing the ethos of the school and supporting teaching and learning.

We acknowledge that we have an obligation under the Human Rights Act 1998 to protect and to accommodate the rights of individuals to display their religious or cultural dress. Any request based on social or cultural grounds for pupils to wear other items of clothing, other than or in addition to the specified school uniform, will be considered.

We are aware that a greater number of pupils are questioning their gender identity than in the past. Therefore, we are introducing a gender neutral uniform which will cater for those pupils who do not match clothing to gender as well as those who do not.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

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Aims

- To ensure pupils wear school uniform in order to support positive behaviour and discipline, to develop the school ethos and to support effective teaching and learning.

Responsibility for the Policy and Procedure

Role of the Directors

The Directors have:

- delegated to the Headteacher the responsibility of implementing and maintaining this policy;
- delegated powers and responsibilities to the Headteacher to ensure all school staff and visitors to the school are aware of and comply with this policy;
- responsibility for ensuring that the school complies with all equalities legislation;
- nominated a designated Equalities Manager to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- the responsibility of involving the School Council in the development, approval, implementation and review of this policy;
- make effective use of relevant research and information to improve this policy;
- responsibility for the effective implementation, monitoring and evaluation of this policy

Role of the Headteacher

The Headteacher will:

- delegate responsibility on its endorsement to the Senior Management Team;
- ensure all school staff, pupils and parents are aware of and comply with this policy;
- ask all staff to report any pupil who does not comply with this policy;
- impose sanctions for non compliance with school uniform;
- write to parents of pupils abusing this policy asking for their support before any further sanctions are imposed
- process any complaints received in the appropriate way as stated in the school's complaints policy;
- make effective use of relevant research and information to improve this policy;
- work closely with the coordinator;
- provide leadership and vision in respect of equality;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;

Role of Staff

Staff will:

- comply with all aspects of this policy;
- lead by example dressing appropriately in businesslike clothes;
- be of a neat and tidy appearance;
- report any pupil who does not comply with this policy;
- implement the school's equalities policy and schemes;

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- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;
- report any concerns they have on any aspect of the school community

Role of Pupils

Pupils will:

- be aware of and comply with this policy by wearing correct uniform;
- be polite and well behaved at all times;
- show consideration to others;
- obey all health and safety regulations in all areas of the school;
- co-sign and abide by the Home School Agreement;
- liaise with the school council about any improvements to this policy;
- take part in questionnaires and surveys

Role of the School Council

The School Council will be involved in:

- determining this policy with the Directors;
- discussing improvements to this policy during the school year;
- organising surveys to gauge the thoughts of all pupils;

Role of Parents/Carers

Parents/carers will:

- be aware of and comply with this policy by ensuring their children wear school uniform at all times;
- support the school Code of Conduct and guidance necessary to ensure smooth running of the school;
- be asked to take part periodic surveys conducted by the school.

School Uniform

In school	Boys	Girls
Uniform	Red Polo Shirt / Blue Sweatshirt / Blue Fleece / Grey Trousers or shorts / dark socks & dark shoes (enclosed)	Red Polo Shirt / Blue Sweatshirt / Blue Fleece / Grey Trousers, skirt or shorts / dark socks & dark shoes (enclosed)
Jewelry	No jewelry	No jewelry
Hair	Tied back if long	Tied back if long

Sports	Boys	Girls
PE Clothing	Blue shorts / blue tracksuit / red t shirt	
PE Foot Wear	Trainers	

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Sanctions

We will take appropriate action if any pupil does not adhere to this policy. But first we will discuss with the pupil and the parent the reason why in order to establish a way forward. Under no circumstance will any pupil be sent home for non-compliance with this policy without first informing the parent. In the event that a pupil arrives at school without their uniform, they will be asked to work in a room on their own so as not to antagonize the other children. If the child then agrees to wear the school uniform they can re-join normal lessons.

Complaints

We have in place clear procedures to deal with any complaint made against the school or individuals connected with it. We take any complaint seriously and we deal with them professionally following set procedures. (See Complaints policy)

Raising Awareness of this Policy

We will raise awareness of this policy via:

- the School Handbook/Prospectus
- the school website
- the Staff Handbook
- meetings with parents such as introductory, transition and parent-teacher consultations
- school events
- meetings with school staff
- communications with home such as daily report cards and newsletters at end of term
- information displays in the main school entrance

Training

All school staff:

- have equal chances of training, career development and promotion
- receive training on this policy on induction which specifically covers:
 - All aspects of this policy
 - Physical Education
 - Swimming
 - Educational Visits
 - Equal opportunities
- receive periodic training so that they are kept up to date with new information
- receive equal opportunities training on induction in order to improve their understanding of the Equality Act 2010 and its implications

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

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This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

Monitoring the Effectiveness of the Policy

Annually (or when the need arises) the effectiveness of this policy will be reviewed by the coordinator, the Headteacher and the nominated Director and the necessary recommendations for improvement will be made to the Directors

The practical application of this policy will be reviewed annually or when the need arises by the coordinator, the Headteacher and Directors.

A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Directors for further discussion and endorsement. (See Policy Evaluation)

Linked Policies

▪ Equality	▪ PE Safety
▪ Swimming Safety	▪ Health & Safety in the Curriculum
▪ Dress Code	▪ Complaints

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Initial Equality Impact Assessment

Please complete an initial equality impact assessment once this policy has been customised to suit your purposes.

Policy Title	The aim(s) of this policy	Existing policy (✓)	New/Proposed Policy (✓)	Updated Policy (✓)
School Uniform	As stated above			✓

This policy affects or is likely to affect the following members of the school community (✓)	Pupils	School Staff	Parents/carers	Directors	School Volunteers	School Visitors	Wider School Community
	✓	✓	✓	✓	✓	✓	✓

Question	Equality Groups																					Conclusion				
Does or could this policy have a negative impact on any of the following?	Age			Disability			Gender			Gender identity			Pregnancy or maternity			Race			Religion or belief			Sexual orientation			Undertake a full EIA if the answer is 'yes' or 'not sure'	
	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Yes	No
			✓			✓			✓			✓			✓			✓			✓			✓		
Does or could this policy help promote equality for any of the following?	Age			Disability			Gender			Gender identity			Pregnancy or maternity			Race			Religion or belief			Sexual orientation			Undertake a full EIA if the answer is 'no' or 'not sure'	
	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Yes	No
		✓			✓			✓			✓			✓			✓			✓			✓			
Does data collected from the equality groups have a positive impact on this policy?	Age			Disability			Gender			Gender identity			Pregnancy or maternity			Race			Religion or belief			Sexual orientation			Undertake a full EIA if the answer is 'no' or 'not sure'	
	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Y	N	NS	Yes	No
		✓			✓			✓			✓			✓			✓			✓			✓			

Conclusion	We have come to the conclusion that after undertaking an initial equality impact assessment that a full assessment is not required.
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Policy Evaluation

Points to be considered	Yes	No	N/A	Please supply evidence
• Policy annually reviewed	✓			
• Policy in line with current legislation	✓			
• Coordinator in place	✓			
• Coordinator carries out role effectively	✓			
• Headteacher, coordinator and Directors work closely	✓			
• Policy endorsed by Directors	✓			
• Policy regularly discussed at meetings of the Senior Management Team	✓			
• School staff aware of this policy	✓			
• School staff comply with this policy	✓			
• Pupils aware of this policy	✓			
• Parents aware of this policy	✓			
• Visitors aware of this policy	✓			
• Local community aware of this policy	✓			
• Funding in place	✓			
• Policy complies with the Equality Act	✓			
• Equality Impact Assessment undertaken			✓	
• Policy referred to the School Handbook	✓			
• Policy available from the school office	✓			
• Policy available from the school website	✓			
• School Council involved with policy development	✓			
• All stakeholders take part in questionnaires and surveys	✓			
• All associated training in place	✓			
• All outlined procedures complied with	✓			
• Linked policies in place and up to date	✓			
• Associated policies in place and up to date	✓			
A statement outlining the overall effectiveness of this policy				
It is effective and suitable for purpose				