Uniform and Dress Code

Highcliffe School has a school uniform policy and a clear dress code of how this uniform should be worn. Uniform applies to all students in Years 7 through to 11 at all times without exception.

Every student attending the school has chosen to join Highcliffe and has done so in the knowledge that we have a uniform and dress code; therefore they should be proud to represent our school as best they can, wearing the uniform with pride. It is an important part of the identity of the school.

This policy has been developed with due regard for the Human Rights Act 1998 and anti-discrimination legislation.

We believe that our uniform helps towards us becoming a better school by setting a smart, business-like ethos amongst our students. In addition, the uniform is conducive to creating a good working environment and for the students to be focused on learning. Importantly, it also gives due consideration to the health and safety of our students.

Our uniform policy and dress code are reviewed regularly in consultation with students, parents, staff, School Council Members and Governors. It is designed to be smart, practical and cost effective. The overriding principle to this code is that

"Uniform should be worn smartly and neatly at all times"

Students who fail to adhere to the Uniform Policy and Dress Code will be sanctioned accordingly.

The school has its own online school shop facility www.highcliffeshop.co.uk which is uniquely placed to be able to offer the purchase of good value, quality uniform and other school essentials, which in turn benefits the whole school community. Uniform grants are available for students entitled to free school meals. Application forms can be obtained from the finance office. A grant for up to £50 per student is available every two years. The Upper School office tries to keep spare uniform for emergency use for all year groups and is always very grateful for any uniform donations.

All items of uniform and equipment should be clearly named.

Jumper
Approved school jumper. The jumper should meet the waistband of trousers or skirt, no midriff should be visible. The jumper should not be frayed, have holes or rips.
Years 7 through to 10 – Purple
Year 11 - Black

Skirt
Approved school skirt, which should be knee length at all times
Years 7 through to 10 – Grey with school crest.
Year 11 - Black or Grey with school crest.

Trousers
Years 7 through to 10 – Mid-Grey
Year 11 – Black or Mid-Grey
All trousers should be properly tailored and should not be:

- hipster cut
- made of Lycra
- combat style (side/thigh pockets)
- jeans style

Trouser hems should be properly tailored, should not be frayed nor should the hem drag along the floor. Excessively baggy, flared or bell bottomed trousers are not allowed, for health and safety considerations. Trousers must be worn on the waist. No studded or fashion belts are permitted, belts should be black with a small buckle.
Tie
Approved school tie. Years 7 through to 11
Ties are expected to be worn smartly with the knot at the collar. Knots should not be either too small or too large. Guidance on the size of knot will be given to each student during assemblies.
Year 11 girls may wear a blouse, with revers collar, throughout their time in Year 11, therefore no tie is required.
Year 7 – 10 girls may wear a short sleeved blouse with revers collar during the Summer Term, therefore no tie is required.

Shirts/Blouses
Years 7 through to 11
White, non-fitted shirt or blouse to be worn tucked into the students’ trousers or skirt with all buttons fastened.
During the summer months when female students do not need to wear a tie, Year 7 – 10 girls may wear a non-fitted short sleeved blouse with revers collar this must also be tucked into waistband of skirt or trouser with all buttons fastened.
Year 11 girls may wear a short sleeved blouse with revers collar, throughout their time in Year 11.

Tights
Girls may wear natural or black tights. No ‘coloured’ or patterned tights are to be worn.

Socks
Socks - plain white, grey or black. Other ‘coloured’ or patterned socks are not acceptable. ‘Pop socks’ are not acceptable with a skirt.

Shoes
Plain black leather style shoes are to be worn at all times. Black training shoes, trainer style shoes and boots are not acceptable. Heels should not exceed 5cm.
Students who fail to wear plain black leather style shoes, will be issued with black plimsolls from the Upper School office. The only exception to this rule is where the student has a medical reason not to wear leather shoes, supported by a note from their doctor.
High heels, sandals, open toed or backless shoes or flip flops are not allowed for health and safety reasons.

Jewellery
Highcliffe allows students to wear a limited amount of jewellery. We do not allow excess jewellery as it increases the likelihood of loss or theft. In addition, some items of jewellery can present a health and safety hazard.
Students are allowed to wear a wrist watch. A pair of small plain ear studs may be worn in the earlobe (gold or silver).
Nose studs, tongue studs, eyebrow studs or any other body jewellery are not allowed. Clear plastic bars worn in any such piercings are not acceptable. Students who wear such items will be asked to remove them.
One charity wristband can be worn.
Year 11 students may wear an additional discreet bracelet or necklace. Highcliffe School achievement badges may be worn on the jumper. Key and wallet chains should not be visible.
In PE, Science, Art, Design and Technology for Health and Safety reasons it is essential that all students remove jewellery.

Hair
Hair should be clean and tidy at all times. Short hair should be a minimum of a grade 2. The following styles are not acceptable:-
- Braided and/or beaded
- Tramlines
- Any other forms of ‘shaving’
- Long hair should be tied back for health and safety reasons and where appropriate e.g. Food Technology a hair net should be worn.
- Only natural hair colours will be accepted.
- Hair bands/slides should be black, brown or purple and be discreet.
- It is expected that students should be clean shaven.
**Make-up**
Coloured nail varnish is not accepted and students will be asked to remove it. False and acrylic nails are not permitted.

Very discreet make up is allowed but if it is thought not to be discreet students will be asked to remove it.

**Coats**
Coats should be suitable for school and offer protection from the weather, therefore denim, corduroy, leather or suede are not appropriate. Coats should not be worn in the building and students should place them in lockers. Scarves must be removed inside the building. “Hoodies” are not appropriate for school and students are not to bring them to school.

**Hats**
Hats and baseball caps are not to be worn in school. The school is investigating the provision of a suitable cap to be used as protection from the sun. Further details will be issued as soon as possible.

**Aprons**
Separate aprons are required for Design Technology and Food Technology lessons. A white craft apron is required for Design Technology and a green apron for Food Technology.

**PE Outdoor Kit/Winter Kit** - Approved school rugby shirt, black shorts, purple football socks, football boots (boots should have studs which are suitable for both football and rugby), shin pads, gum shield (rugby), trainers for girls (netball). Optional school PE sweatshirt available through the online school shop. Plain black tracksuit bottoms at the discretion of teacher subject to weather conditions.

**PE Indoor Kit/Summer Kit** – White polo shirt (with Highcliffe crest), black shorts, white sports socks, trainers.

For Health and Safety considerations skate shoes and canvas plimsoles are not permitted.

**Expressive Arts** – Black tracksuit bottoms, black expressive arts T-shirt (available from online school shop), to be worn during Expressive Arts lessons or performance only.

**Cycle Helmets**
Cycle helmets must be worn by all students who cycle to and from school. If a student arrives at school by bicycle without a helmet, parents may be contacted to bring in a helmet to be worn on the journey home. Helmets may be purchased from the Lower School office in school.

**School Bag**
A suitable sized rucksack or shoulder bag is required to carry A4 sized folders and the minimum equipment of a School Organiser, a calculator, 2 pencils, 2 pens (black ink), a ruler, a sharpener, an eraser, a small pack of colouring pencils, a secure fresh water bottle and lunchbox. All students have the opportunity to hire a locker during their time at Highcliffe where larger items can be stored securely. Mobile telephones should be switched off and placed in locker during the school day. Bags should be kept in locker during examination times.

**School Trips** – It is usual for full school uniform to be worn on all school trips unless directed by the trip leader after consultation with the Headteacher, when students should wear suitable clothing appropriate to the activity. School rules regarding make-up, jewellery and hair continue to apply during school trips.

**Non-Uniform Mufti Days** – It is usual that during the school year a non-uniform mufti day will occur to raise money for charity. School rules regarding make-up, jewellery and hair continue to apply during these days. Students should not wear:-

- hats or hoods inside the school building
- clothing which displays motifs which may be deemed ‘offensive’
- backless shoes/flip flops
- cropped tops
Additional Information

It is important for all members of our school community to be aware that we seek to ensure that safety and well being are of the utmost importance. As a result, please note that in the interests of:

- Security: the school needs to be able to identify individual students in order to maintain good order and identify intruders easily;
- Teaching and learning: a student’s face should not be obscured for any reason. This is because a member of staff may not be able to judge their engagement with learning or be able to secure their participation in discussions and practical activities;
- Protecting the individual: the school dress code seeks to prevent students from wearing clothing which may be associated with anti-social elements in the wider community.
- Promoting identity: a strong, cohesive school identity supports the high standards we strive to achieve. If students appear to be very different to their peers, this can inhibit integration, equality and cohesion.

We are justly proud of the fact that we are an Inclusive School and our ‘Dress Code’ reflects our commitment to providing all students with the opportunity to learn within a safe and secure community.

Lost Property

Every effort will be made by the Student Support Office to return named items. However, it is only possible to store lost property for half a term before disposal.

If students forget an item of uniform they should report to their Head of Achievement, before morning registration, to borrow a replacement. These items should be returned at the end of the day.

All confiscated items will be clearly named and stored in the Student Support Office for parental collection.

The school will contact parents of those students who attend school without proper uniform, or those who refuse to accept the school’s dress code, so that the issue can be successfully resolved.

Exceptions to this dress code are at the discretion of the Headteacher only.

This policy should be read in conjunction with the school’s Safeguarding Policy and Procedures (including Child Protection). All our practice and activities must be consistent and in line with the Safeguarding Policy and Procedures noted above. Any deviations from these policies and procedures should be brought to the attention of the Headteacher so that the matter can be addressed.

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<th>Learning Support Framework</th>
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