

Uniform & Dress Code – Appendix

East Leake Academy

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Office use

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Associated documents:			
East Leake Academy Positive Engagement for Learning Policy			
Links to:			
Diverse Academies Behaviour Policy https://www.diverseacademies.org.uk/wp-content/uploads/sites/25/2019/08/Behaviour.pdf			
Keeping Children Safe in Education 2023: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1161273/Keeping_children_safe_in_education_2023 - _statutory_guidance_for_schools_and_colleges.pdf			
The Equality Act 2010 https://www.gov.uk/guidance/equality-act-2010-guidance			

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1 Uniform and Dress Code

1.1

East Leake Academy provides a safe and secure environment for students. The Uniform Policy seeks to encourage young people to foster positive mind-sets and make positive choices by re-enforcing these choices through praise and rewards. Where sanctions have to be applied, they are done so with a view to changing behaviours and attitudes, and not purely as a punitive action.

All Year 7-11 students should wear full academy uniform at all times, unless directed by staff.

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All students should be smart, take pride in their appearance and dress appropriately within the ethos of a formal academic working environment.

All students should be aware that they represent the academy, its ethos and its image, when wearing the academy uniform both in and out of the academy.

Academy uniform, in certain circumstances, may be provided for the day.

1.2

Students should arrive and leave the academy wearing the uniform with the expectations outlined below:

TIE: clip-on academy tie with House colour:

- Eagle – Yellow
- Kestrel – Red
- Osprey – Blue
- Harrier – Green

Ties can be purchased directly from the academy or from the uniform supplier.

Dress code regarding ties:

- top button of shirt fastened with tie clipped on at collar
- ties should not be damaged. Damaged ties should be replaced
- ties should only be decorated with badges issued by the academy
- no other style of tie is allowed under any circumstances*

* Year 11 students will be issued with a Year 11 tie. This should be worn at the collar and of an appropriate length.

BLAZER: black with embroidered East Leake Academy crest. Dress code regarding blazers:

- the uniform blazer should be worn at all times, except in PE lessons or when given permission by a member of staff
- sleeves must not be rolled up
- blazers should be kept clean and smart. Damaged blazers should be repaired or replaced
- only badges issued by the academy can be worn and should be on the lapel
- blazers can only be removed in the classroom with the permission of the staff member

SHIRT/BLOUSE: plain white shirt or blouse with long or short sleeves. Dress code regarding shirts/blouses:

- formal style, plain white with a tailored collar designed to be worn with a tie
- the shirt/blouse should have sleeves but these can be long or short
- shirts should be smart and clean. Frayed or damaged shirts should be replaced

- shirts should be tucked into the waistband at all times. Shirts/blouses should be long enough to do this
- coloured t-shirts should not be worn beneath the shirt/blouse. T-shirts or vests may be worn under a shirt provided they are plain white.

TROUSERS: black. Dress code regarding trousers:

- trousers should be a formal cut
- trousers should be full-length. Excessively flared or narrow/tight-fitting trousers or leggings are not allowed
- Tracksuit bottoms or cycling shorts or not allowed
- trousers should be worn at the waist and with appropriate regard to a formal appearance
- belts should be plain, black and narrow with a discreet buckle and only worn with trousers that have belt loops.
- trousers should be smart and clean. Frayed or damaged trousers should be replaced

SKIRTS: students choosing to wear skirts are required to wear the academy pleated skirt. Dress code regarding skirts:

- skirts should be worn at full length and not rolled at the waistband
- skirts must be between two inches above the knee and two inches below the knee in length
- skirts should be worn at the waist with appropriate regard to formal appearance
- skirts should be smart and clean. Frayed or damaged skirts should be replaced

PULLOVER/CARDIGANS: black. Dress code regarding pullovers/cardigans:

- pullovers/cardigans are an optional additional wear. They are not to be worn in place of the academy blazer.
- pullovers/cardigans should be plain, black, fine-knit and v-neck
- pullovers/cardigans should be smart and clean. Frayed or damaged pullovers/cardigans should be replaced
- hoodies, sports sweatshirts or round neck jumpers are not allowed

SHOES: black. Dress code regarding shoes:

- formal style, flat, plain, black leather/pleather shoes
- high heels are not allowed
- sandals/flip-flops/sliders/Crocs are not allowed
- canvas shoes/plimsolls/trainers are not allowed
- boots are not allowed
- footwear other than shoes is not allowed around the academy, except when PE lessons or non-uniform days are in operation
- no logos or motifs are allowed
- if non-regulation shoes are worn to school, a suitable pair of footwear will be issued on loan and should be worn until suitable replacements are bought. Failure to comply with this will lead to sanctions.

SOCKS/TIGHTS: black. Dress code regarding socks/tights:

- socks should be plain and black with no patterns and either ankle or knee high in length
- tights should be plain, black and opaque
- trainer socks/white socks are not allowed (only in PE lessons)
- leggings/footless tights are not allowed

HEADWEAR: headwear is not allowed on site except for religious, cultural or medical reasons. In such cases, this should be agreed on an individual basis between the parents/carers and the academy. Dress code regarding headwear:

- hats and hoods are not allowed

- scarves, veils etc that cover or obscure the face are not allowed
- headbands/Alice bands are allowed.
- sports headbands are not allowed

COATS AND SCARVES: any style or colour. Dress code regarding coats and scarves:

- coats and/or scarves are for outside wear only; they should not be worn instead of the academy blazer
- coats and/or scarves must be removed once inside the academy building unless returning from social spaces
- offensive motifs on coats or scarves are not allowed
- hooded leisure tops are not allowed
- denim items are not allowed

JEWELLERY: in the interests of student welfare and health and safety, East Leake Academy discourages students from bringing jewellery to school. Facial/body piercing jewellery of any description is not allowed. This includes any forms of body, facial, tongue piercing or upper lobe/ear cartilage.

The following are the only accepted items of jewellery:

- wrist watch
- one discrete necklace worn under shirt/blouse
- one pair of studs (one stud per lobe)

Jewellery items additional to the above can only be allowed for religious or cultural reasons. In such cases, this should be agreed on an individual basis between parents/carers and the academy.

In PE lessons students will be asked to remove jewellery for safety reasons.

Any other items brought to school are liable to be confiscated and sanctions applied. This applies specifically to:

- rings
- bracelets
- earrings other than the allowed one pair of studs
- necklaces that are not the discrete allowed one worn under shirt/blouse
- facial/extra lobe/ear cartilage piercings or plugs

HAIR: Styled appropriately to a formal environment except for religious, cultural or medical reasons. In such cases, this should be agreed on an individual basis between the parents/carers and the academy. Dress code regarding hair:

- any hair colour should be within a natural colour range
- no shaved wording or patterns on the style

In all cases, the academy has the right to exercise its discretion about the appropriateness of hairstyles and colouring.

MAKE UP AND NAILS: no visible make up or nails/nail varnish. Dress code regarding make up and nails:

- no visible make up (discreet only)
- no visible nail varnish; clear varnish only
- no false or acrylic nails
- no false eyelashes

TATTOOS: no permanent or semi-permanent tattoos are allowed

1.3 PE Kit: see the academy website for policy <https://www.eastleake-ac.org.uk/wp-content/uploads/sites/2/2021/07/PE-kit-poster-for-students.pdf>

2 Sanctions

2.1 Failure to comply with the academy's dress code will be challenged. The following sanctions will be applied to any student who does not wear the uniform as outlined above:

- a signature will be added to the student's Conduct Card and if no pre-loved items are available a blue exemption card (valid for five days) will be issued by the form tutor.
- uniform infringements are monitored by tutors and the pastoral leads. Parents/carers will be able to monitor this via the student's Conduct Card.
- repeated non-cooperation with the uniform policy and dress code will lead to further sanctions and/or confiscation of items.

3 Confiscation Procedure

3.1 All confiscated items will be logged at reception and the items will be returned at the end of the day. Repeat offences will be applied in line with the behaviour policy for repeated defiance and parents/carers will be contacted to discuss academy expectations. Any students refusing to hand over items will be sanctioned for non-compliance and parents/carers will be contacted.

3 Financial Constraints

3.1 Preloved items

We encourage all students to wear pre-loved uniform items as this benefits the environment. We have a selection of pre-loved items in school that are all free of charge. Enquiries can be made by contacting familysupport@eastleake-ac.org.uk

We also welcome any good quality and clean donations of uniform and PE equipment. These can be left at the school reception.

3.2 Financial help

We support all our students who are Pupil Premium e.g. claiming free school meals, and provide these families with financial assistance, in the form of vouchers, for uniform, PE kit and essential books and equipment. These vouchers are sent to qualifying parents/carers in the summer/autumn terms. Enquiries can be made by contacting familysupport@eastleake-ac.org.uk