



**Respect**

**Creation**

**Fellowship**

**Wisdom**

**Hope**

# ARCHBISHOP BENSON C of E SCHOOL

## PUPIL UNIFORM POLICY



|                           |                    |
|---------------------------|--------------------|
| <b>Chair of Governors</b> | <b>Mandy Hoare</b> |
|---------------------------|--------------------|



Get Austen to check this matches what is on the website

## School Uniform

At Archbishop Benson Primary School, staff and children pride themselves on looking smart and ready to work. School uniform is a way of showing that the children, supported by their parents/ carers, are ready for learning in line with our whole-school vision and values.

|          |                    |  |
|----------|--------------------|--|
| <b>P</b> | <b>Positivity</b>  | I know how to <b>present</b> myself well                                   |
| <b>R</b> | <b>Readiness</b>   | I know how to show I am <b>ready to “work”</b>                             |
| <b>I</b> | <b>Inspiration</b> | I know how to send a <b>powerful message</b> about my “team”               |
| <b>D</b> | <b>Democracy</b>   | I know I <b>belong</b> in this school like everyone else                   |
| <b>E</b> | <b>Equality</b>    | I know I am an <b>equal</b> part of school family and will not be excluded |

It is our school policy that all children wear school uniform when attending school, or when participating in school-organised events outside normal school hours. Some items of uniform can be bought with the Archbishop Benson School logo on, whilst other plain items are easily available, at very competitive prices, at local shops including supermarkets. A complete list of the items needed for school uniform, including those for P.E. and Outdoor Learning, is included in this policy.

### 1. Expected school uniform

We expect our children to wear expected uniform. In point 6.0, we outline how we will monitor uniform on a daily basis. The school may decide to contact parents at the start of the day where a child is not wearing correct uniform and ask them to bring the missing uniform item into school that day.

(NB: Please check out Expected Pupil Uniform powerpoint on our website to see photos of our expected standards of uniform)

#### 1.1 Winter Uniform

- Tartan skirt, tailored grey shorts or tailored grey school trousers
- Grey school jumper with school logo
- From Reception to Y2 - red polo-shirt with school logo
- From Y3 – Y6 - white shirts (may be short-sleeved)
- School tie is worn in the winter (Y3 – Y6)
- Red/grey tights or white/grey socks
- Black shoes (no boots, heels, trainers or open-toed footwear)  
(please look at examples of acceptable and unacceptable school shoes on page 6)

#### 1.2 Summer Uniform

- Tartan skirt, grey shorts or grey school trousers
- Grey jumper with school logo
- From Reception to Y2 – red polo-shirt with school logo
- From Y3 – Y6 - white shirts (may be short-sleeved)
- School tie
- Red striped dress (optional)
- Grey/white socks with trousers or skirt
- White socks with summer dress (tights are not to be worn with the summer dress)
- Black shoes (no trainers, no boots, no heels, no open-toed footwear)

### **1.3 PE Day uniform**

All children will be expected to come to school in school PE uniform on their PE day. They will remain in uniform for the whole school day. Like school uniform, there is an expectation that children will always be wearing correct PE uniform. The school may decide to contact parents at the start of the day where a child is not wearing correct PE uniform and ask them to bring the missing uniform item into school that day.

- Black tracksuit bottoms/leggings/shorts (**NB:** mid-thigh length like cycle shorts)
- Red hoody with school logo
- Red T-shirt with school logo
- Training shoes - either predominantly all black or predominantly all white

Brightly coloured hoodies, shirts, leggings or trainers are not expected PE uniform.

### **1.4 Items available from the online uniform shop on the school website**

- Summer striped dress
- Tartan skirt
- Red polo shirt
- Grey school jumper
- Tartan tie
- Red PE shirt
- PE hoodie
- School cap
- PE bag
- Book bag

### **1.5 Adaptations for Weather**

In the cold weather, particularly in the winter months, children are expected to wear coats and are permitted to wear a hat/ear-muffs, scarf and gloves. Please ensure that all items are clearly named.

In the Summer term, all our children must bring a hat/cap to school as they will be outside in direct sunlight for most of lunchtime. Caps with a logo are available from the school office.

### **1.6 School Ties**

KS2 children are expected to wear school ties as a standard, daily item of uniform along with their shirt and jumper. We strongly advise children to have a spare tie at home. The school (generously funded by FABB) present all our Y3 children with a new tie as part of their transition into the Juniors.

Once we come back to school in the second half of the Summer term 2, if the weather turns sufficiently hot to be uncomfortable for tie-wearing, then the school will message parents when (and for how long) the children can stop wearing their ties.

### **1.7 Outdoor learning in EYFS**

Children need to bring a pair of named welly boots into school at the start of the year. These will be kept in school.

**1.8** The following items of uniform remain optional in terms of where they can be bought by parents but the school uniform shop will sell high quality items at very competitive prices:

- Water Bottle – from the school office
- Book Bag – from the online uniform shop

## **2.0 Jewellery, Hair Ornaments, Make-up, Nail Varnish and Headscarves**

- For health and safety reasons, we do not allow children to wear jewellery except small stud earrings. This includes loom bands, charity wristbands (unless it is part of an agreed school event) and festival entry wristbands. The exception to this rule are small objects of religious significance which will be agreed and monitored by the class teacher
- Pupils may also wear a watch (with no sound effects, cameras or games). Smartwatches are not allowed.
- Hair bands, ribbons/bows or 'scrunchies' should be plain and simple. Hair bands should not have objects attached to them such as flowers. Pupils may not wear designs or words cut into their hair or have permanent or temporary coloured hair, unless it is part of an organised school event and can be washed out for the next day.
- Make up and nail varnish should not be worn to school unless for an out of school hours function, for example a school disco, and should then be removed for the next school day.
- Pupils are free to wear a headscarf at Archbishop Benson if they wish to. These must be plain. Headscarves of the type which drape to shoulder length or just below are acceptable. Longer headscarves are not permitted for safety reasons.

## **3.0 Naming Clothing and Property**

VERY IMPORTANT – Please ensure all items of pupil clothing and personal property is clearly marked so that lost articles may be easily traced and returned. Class teachers cannot accept responsibility for loss or damage of pupils' property and valuables. They will be as helpful as they can during the course of the day to remind children about their uniform and can support the children to check for missing uniform within the classroom but they do not have the capacity to search for missing items beyond that. We ask parents to be understanding of this and not send frustrated or angry messages to the teacher about damaged, missing or lost uniform

## **4.0 Lost Property**

All mislaid items are placed in the lost property box under the verandah area between the Y5 & Y6 classrooms. You can reach the verandah through the KS2 playground. We endeavour to return all named property. All unclaimed lost property is put out for parents periodically throughout the term. At the end of every term, all unclaimed items of uniform will be disposed of.

## **5.0 Second-hand uniform**

FABB holds a stock of second-hand ABB branded uniform items of various sizes. We feel this is particularly important for the school community given the environmental benefits of recycling unwanted clothes and also such that every child who attends the school has the opportunity to be proud of their ABB uniform regardless of their financial circumstances.

ABB branded school uniform can be donated in labelled bags to the School Office. Items can be purchased for suggested donation (or whatever the family can afford) either at various FABB events during the school year or by getting directly in touch with Naomi Harwood via email at [secretary.fabb@gmail.com](mailto:secretary.fabb@gmail.com)

Any funds raised from the sale of second-hand uniform goes directly towards FABB fundraising for children attending the school.

## 6.0 Equal Opportunities

All children have equal access to wearing school uniform regardless of their culture, race, religion, gender, disability or ability. We ensure that the set uniform respects other policies such as equality, race relations and sex discrimination. Archbishop Benson Primary School is committed to creating a positive climate that will enable everyone to work free from racial intimidation and harassment and to achieve their full potential. Minor adjustments to the standard school uniform are accepted for religious reasons and are detailed below

Where a child may be struggling with some aspect of uniform due to a sensory reason, the school is open to discussions with families and will consider reasonable adjustments. Such adjustments will be discussed by the Inclusion Team and agreed within the SLT.

## 7.0 Monitoring school uniform

We expect our pupils to take a pride in their personal appearance and staff will help them. Where necessary, we will message parents regarding lapses in uniform but we will also speak to children during the course of the day just as we would about other school rules and routine

- When staff are on duty outside in the morning and are greeting children, they may remind a child if their shirt is not tucked in, if they are missing their school tie or if they are wearing incorrect footwear.
- Similarly, staff will remind children about uniform when they do Meet & Greet with the children at the start of the day. Each class has a uniform poster on their class door and on their class recognition board which staff will reference as required during the course of the day.
- During the course of the day, we will routinely remind children
- to tuck their polo-shirts/ shirts tucked into their skirts, shorts or trousers
- to tie back their hair
- to put on their school tie
- Staff have a uniform card on their lanyard and may show this visually to children (and have a quiet word) as another way of reminding them that their uniform is not complete
- Expected standards of uniform will also be reinforced by staff in our weekly worship session.
- Where lapses in uniform are more recurring, then staff will send a message initially to parents using an Unexpected Uniform dojo point. It could be that staff will message parents via Class Dojo instead of/as well as an Unexpected Uniform dojo point
- We are very keen to recognise high standards of school uniform and there will also be an Expected Uniform Dojo point (with 1 point)

Date of re-adoption; September 2024

Date for review: September 2026

# Shoes



We can wear plain black shoes or black trainer shoes as our school shoes.

Black canvas trainers are not suitable as school shoes

# Shoes

## Examples of unacceptable footwear

**No boots**  
**No heels,**  
**No open-toed footwear**



# Trainers



**Black canvas trainers are not suitable as school shoes**



**You don't need branded trainers for school. Supermarkets have a great selection of affordable trainers**



**If I have a pair of brightly, coloured trainers, I have until the end of December to get a mainly black pair or mainly white pair**

