



Shirley Manor

Primary Academy

Working together to achieve excellence

School Uniform Policy

Reviewed By:	L Bailey, Head of School
Review Date:	September 2024
Next Review:	September 2026

Contents:

Statement of intent

1. [Key Roles and Responsibilities](#)
2. [School Uniform Requirements](#)
3. [School Uniform Assistance](#)
4. [School Uniform Supplier](#)

Statement of Intent

It is the policy of the School Governors that school uniform creates a neat personal appearance and a sense of pride and belonging, which together promotes an image of the school that comes to be recognised and respected. The school looks for full parental support and co-operation in this matter.

1. Key roles and responsibilities

- 1.1. The Governing Body has overall responsibility for the implementation of the School Uniform Policy and procedures of Shirley Manor Primary Academy.
- 1.2. The Governing Body has overall responsibility for ensuring that the School Uniform Policy, as written, does not discriminate on any grounds, including but not limited to ethnicity/national origin, culture, religion, gender, disability or sexual orientation.
- 1.3. The Governing Body has overall responsibility for reviewing the School Uniform Policy every two years.
- 1.4. The Head of School has responsibility for handling complaints regarding this policy as outlined in the school's Complaints Policy.
- 1.5. The Head of School will be responsible for the day-to-day implementation and management of the School Uniform Policy and procedures of Shirley Manor Primary Academy.

2. School Uniform Requirements

2.1. The school uniform is purple and yellow.

- Grey or black skirt, pinafore dress, trousers or **tailored** shorts; leggings are not acceptable.
- Sunflower gold/bright yellow polo shirt with or without embroidered school logo.
- Purple sweatshirt or cardigan with or without the embroidered school logo.
- Plain white or grey ankle or knee-length socks. During the winter months, plain grey tights may be worn.
- Footwear should be flat, plain black, closed-toe and **not contain any logos**.
- Purple fleece jackets and showerproof jackets, embroidered with the school logo are available to purchase from our uniform supplier, however these are optional.

2.2. Summer term only (optional):

- Yellow or purple gingham checked dress or grey/black skirt or pinafore dress with sunflower yellow polo shirt with or without embroidered with school logo.
- Grey or black tailored shorts. Sunflower gold polo shirt embroidered with school logo or plain cotton, short sleeved, collared shirt.

2.3. **Physical Education and Games.** Children should always have a PE kit and pumps in school.

- White t-shirt and black shorts or black leotard.
- Black pumps.
- Black tracksuit for outdoor PE (KS2 only).
- Swimming kit will be needed in Y4.

Excessive **Jewellery** is not permitted in school for health and safety reasons. Watches and 1 pair of stud earrings are permitted; no other jewellery is allowed. Hooped/ large flat earrings and necklaces are not permitted.

- 2.4. **Hair** must be neat and tidy. Long hair should always be neatly tied back with a plain bobble and/or a **small** head band or bow.
- 2.5. **Make-up** and cosmetics are not appropriate for school and must not be worn except in exceptional circumstances e.g. to cover scarring or for special events.
- 2.6. Please help your child by ensuring that all bags, footwear and clothing are CLEARLY MARKED with their names.
- 2.7. Non-compliance with the School Uniform Policy will be dealt with in line with the school's Behaviour and Discipline Policy.

Please note: Personal property of any kind is brought into school at the owner's risk, school cannot be held liable for any loss or damage.

3. Help with School Uniform Costs

- 3.1. Shirley Manor Primary Academy supports families on low incomes in meeting the costs of uniforms.
- 3.2. Those eligible will normally receive assistance with uniform **once per year**. (In exceptional circumstances assistance may be given more than once per year and this will be at the discretion of the headteacher)
- 3.3. Assistance with school uniform costs will be given to parents whose children are currently in receipt of eligibility based Free School Meals (not universal Free School Meals for children in Reception, Year 1 and Year 2). This will be evidenced by the eligibility records provided by the local authority.
- 3.4. Families who meet the criteria will be contacted during the summer term and given the opportunity to order the following items of uniform free of charge:-

1 x school sweatshirt
2 x school polo shirts
1 x PE shorts
1 x PE t-shirt
1 x pump bag

Any items ordered over this limit will need to be ordered separately and paid for by the parent. (In exceptional circumstances assistance may be given more than once per year and this will be at the discretion of the headteacher)

If assistance is not provided and the parent disagrees with this decision there is a right of appeal to the Head of School and/or the Chair of Governors.

4. School Uniform Purchases:

- 4.1. In line with the Department for Education's statutory guidance on the cost of school uniform. Our school has a duty to make sure that the uniform we require is available at a reasonable cost and provides the best value for money for parents/carers.
- 4.2. Parents/Carers can choose to purchase reasonably priced branded items of uniform from our uniform stockist SportsFX, or alternatively parents can purchase unbranded items of uniform from the high street i.e. Asda, Matalan, M & S which are in the school colours.
- 4.3. Branded uniform items, which are embroidered with the school logo can be purchased from:

Sports FX
Unit 12B
Victoria Spring Business Park
LIVERSEDGE
WF15 6RA

FOR SAT NAV: Use the postcode WF12 6BE. This will take you to the entrance of the business park.

Tel: 01924 923254

Email: sportsfx@yahoo.co.uk

<https://www.sportsfx.co.uk/product-category/school-uniform/shirley-manor/>

Parents/Carers can call to the shop in person, place orders over the telephone or order online. Orders purchased on-line can be delivered either to your home address or collected from the school.

5. Further details

- 5.1. The budget for the School Uniform Assistance scheme will come from Pupil Premium funding.
- 5.2. Eligibility for assistance shall be determined by checking free school meals entitlement.
- 5.3. Assistance will usually be given during the summer term; this gives time for purchasing uniform for the following school year. A communication will be sent to notify applicants of their entitlement to assistance with the cost of uniform. Orders should be placed by the deadline set. In exceptional circumstances assistance will be given at other times of the year and will be given only once per year.
- 5.4. School will ensure arrangements are in place for parents to acquire 'good as new' uniform items