BURLINGTON
HOUSE SCHOOL

Uniform Policy

Responsible person: Matthew Jones, Pastoral Lead

Review Cycle: Annual

Last review date: September 2024

New review date: September 2025

This specific policy has been informed by the government's non-statutory guidance on school uniforms: https://www.gov.uk/government/publications/school-uniform/school-uniforms

In all Burlington House School policies, the words "Burlington House School" refer to Burlington House Prep, Burlington House Senior and Burlington House Sixth Form.

Burlington House School is owned and operated by **Cavendish Education.**

General Introduction:

This policy is one of a series of school policies that, taken together, are designed to form a comprehensive statement of the school's aspiration to provide an outstanding education for each of its students and of the mechanisms and procedures in place to achieve this. Accordingly, this policy should be read alongside these policies. In particular, it should be read in conjunction with the policies covering equality and diversity, Health and Safety, safeguarding and child protection.

All of these policies have been written, not simply to meet statutory and other requirements, but to enable and evidence the work that the whole school is undertaking to ensure the implementation of its core values: that **all children can achieve**.

While this current policy document may be referred to elsewhere in Burlington House School documentation, including particulars of employment, it is non-contractual.

In the school's policies, unless the specific context requires otherwise, the word "parent" is used in terms of Section 576 of the Education Act 1996, which states that a 'parent', in relation to a child or young person, includes any person who is not a biological parent but who has parental responsibility, or who has care of the child. Department for Education guidance Understanding and dealing with issues relating to parental responsibility updated August 2023 considers a 'parent' to include:

- all biological parents, whether they are married or not
- any person who, although not a biological parent, has parental responsibility for a child or young person - this could be an adoptive parent, a step-parent, guardian or other relative
- any person who, although not a biological parent and does not have parental responsibility, has care of a child or young person

A person typically has care of a child or young person if they are the person with whom the child lives, either full or part-time and who looks after the child, irrespective of what their biological or legal relationship is with the child.

The school employs the services of the following consulting companies to ensure regulatory compliance and the implementation of best practice:

- Peninsula BrightHR
- Peninsula BusinessSafe (Health and Safety)
- Atlantic Data (DBS)
- Educare (online CPD)
- SchoolPro (data protection)
- Marsh Commercial (insurance)

Where this policy refers to 'employees', the term refers to any individual that is classified as an employee or a worker, working with and on behalf of the school (including volunteers and contractors).

Burlington House School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers, pupils and visitors to share this commitment.

All outcomes generated by this document must take account of and seek to contribute to safeguarding and promoting the welfare of children and young people at Burlington House School.

The policy documents of Burlington House School are revised and published periodically in good faith. They are inevitably subject to revision. On occasions a significant revision, although promulgated in school separately, may have to take effect between the re-publication of a set of policy documents. Care should therefore be taken to ensure, by consultation with the Senior Leadership Team, that the details of any policy document are still effectively current at a particular moment.

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1. **Burlington House School Uniform List:**

Daily uniform:
Burlington House School blazer*
Burlington House School jumper*
Blue school shirt
Grey trousers, shorts or skirt
Plain grey, black or white socks (or grey or black tights - winter)
Black shoes (no high heels; no stripes or branding)

Sports/PE Kit:
Burlington House School PE shirt*
Burlington House School PE shorts or skirt*
Burlington House School Tracksuit*
Sports trainers (not canvas shoes)

Additional Items:
Medium sized backpack, which fits laptop
Grey, black or dark blue coat (without patterns or logos)
Scientific calculator
Named water bottle

Optional Additional Items (school has supplies):
Pencil case, pens, pencils and colouring pencils
Geometry set

*items marked with an asterisk **must be obtained** from the school's uniform supplier:
Sogans, 6 Greyhound Road, London SW6 8NX, 020 7385 1055
Email: sogans@theschoolwearspecialists.co.uk
Website: www.theschoolwearspecialists.co.uk
Opening hours: Monday to Saturday 9:30am-5:30pm

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2. Uniform Policy aims:

Burlington House School's Uniform Policy is based on the notion that school uniform:

- identifies students with the school
- engenders a sense of pride, community and belonging towards and within the school
- supports positive behaviour
- protects students from social pressures to dress in particular ways
- is practical and smart
- promotes equality and nurtures cohesion
- is responsive and accommodating to the diversity in our school community

All students must wear school uniform when attending school or when participating in a school-organised event outside normal school hours. In consultation with parents and pupils, our school uniform has been designed with health, safety and comfort in mind. Our P.E. uniform has also been designed to provide comfort and to be appropriate to the activities involved.

Our uniform provider has been selected as it is able to provide sustainable alternatives in its sourcing, manufacture and provision of uniforms:
https://www.theschoolwearspecialists.co.uk/eco-friendly

Whilst the school is not subject to **statutory guidance on the cost of uniforms** this has been taken into account.

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3. Incorrect Uniform:

Only school uniform items should be worn when at school. Pupils are encouraged to wear appropriate additional items when travelling to/from school and are permitted to wear extra layers (see list above) outside at break times, and then **must remove and store** this clothing in their lockers whilst they are in the building. Pupils are required to come to school in their Burlington House School PE uniform **on the day that their year group has Core PE lessons.**

Pupils who wear incorrect items of clothing or footwear will be given one week to rectify the situation. Form tutors will make contact with parents in the first instance. To support pupils they may be placed on a **Uniform Report** by their **Form Tutor** or **Pastoral Lead**. Persistent incorrect uniform will incur a more significant sanction at the discretion of the **Head of School**. Lost property items will be provided to correct non-uniform clothing during this time.

Incorrect items of jewellery or non-essential clothing (such as a hoodie) will be confiscated and returned to the pupil at the end of the day. A second confiscation will be returned after a week and parents/carers informed. A third confiscation will require a parent/carer to collect the item from the school.

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4. Reasonable adjustments to the policy:

The policy takes account of the **Human Rights Act 1998** and has considered how the policy might affect groups represented in the school, especially those who share protected characteristics as defined by the **Equality Act 2010.** The school aims to avoid discrimination, to be sensitive to the needs of different cultures, races and religions, and to act reasonably in accommodating these needs without compromising important school policies such as school safety or discipline. The school looks sympathetically and constructively at requests to adjust the school uniform for an individual. During periods of extreme hot or cold weather, sensible adjustments will be made to support the comfort and safety of pupils.

5. **Complaints regarding uniform:**

In the first instance, all complaints regarding the purchase, collection or quality of items of uniform should be resolved directly with the supplier:

Sogans, 6 Greyhound Road, London SW6 8NX, 020 7385 1055
Email: sogans@theschoolwearspecialists.co.uk
Website: www.theschoolwearspecialists.co.uk
Opening hours: Monday to Saturday 9:30am-5:30pm

Where this is not possible, or if the complaint is regarding the school's policies and procedures on uniform, parents may wish to follow the **Complaints Policy** to raise an issue with the school.