



WOODLAND

PRIMARY ACADEMY

Uniform Policy

This policy is underpinned by the school vision 'Empowering Every Child to Flourish'

Version Control

Version	Date	Author	Changes made
1.0	Autumn 2025	Claire Campbell	<ul style="list-style-type: none">Reference to The Quill CofE Trust
2.0	Autumn 2026	Claire Campbell	<ul style="list-style-type: none">Rebranded from Washacre to Woodland and updated uniform listSection about Governors approving uniform vouchers removedSection about having a complaints process agreed with suppliers removedSection about parents being responsible for ensuring that their child's PE kit is left in school removed (PE kit is worn to school on PE days)

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Statement of intent

Woodland Primary Academy believes that a consistent school uniform policy is vital for:

- Promoting the ethos of a school.
- Providing a sense of belonging and identity.
- Setting an appropriate tone for education.

For the purposes of this policy, “**uniform**” includes the following elements of pupils' appearance:

- Clothing, including the school uniform itself, variations of the school uniform such as P.E. kits, and other clothing worn at school, e.g. non-uniform.
- Hairstyles and headwear.
- Jewellery and other accessories.
- Cosmetics such as makeup and nail polish.

This policy lays out the measures the school has taken to ensure a consistent, fair and inclusive uniform policy, and to implement a uniform that reflects the needs of all pupils, is affordable, and provides the best value for money for both the school and pupils' families.

We believe that pupils learn most effectively and achieve their best outcomes when they are comfortable, able to be themselves, and dressed in a way that sets an appropriate tone for education.

In writing and updating this policy, we have sought to:

- Engage with parents/carers and pupils.
- Consider how this policy might affect groups represented in the school, especially those who share protected characteristics as defined by the Equality Act 2010.
- Consider how comfortable the uniform will be for pupils.
- Take a sensible approach to allow for exceptions to be made, e.g. during adverse weather.
- Ensure that the uniform is suitable and safe for pupils who walk or cycle to school.
- Choose a P.E. kit which is practical, comfortable, appropriate to the activity involved and affordable.
- Ensure the policy is easy to access and understand.

1. Legal framework

This policy has due regard to all relevant legislation and guidance including, but not limited to, the following:

- Human Rights Act 1998
- Education and Inspections Act 2006
- Equality Act 2010
- Education Act 2011
- The UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- Education (Guidance about Costs of School Uniforms) Act 2021
- DfE (2021) 'Cost of school uniforms'
- DfE (2021) 'School Admissions Code'
- DfE (2024) 'School uniforms: guidance for schools'
- Equality and Human Rights Commission (2022) 'Preventing hair discrimination in schools'

This policy operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Behaviour/Relationship Policy
- Pupil Equality, Equity, Diversity and Inclusion Policy

2. Roles and responsibilities

The Local Governing Body (LGB) is responsible for:

- Establishing, in consultation with the Headteacher and school community, a practical and smart school uniform that accurately reflects the school's vision and values.
- Ensuring that the school's uniform is accessible, inclusive, and does not disadvantage any pupil because of their protected characteristics or socio-economic status.
- Listening to the opinions and wishes of parents/carers, pupils and the wider school community regarding changes to the school's uniform.
- Ensuring that the school's uniform is accessible and affordable.
- Demonstrating in this policy how best value for money has been achieved.
- Ensuring compliance with the DfE's '[Cost of school uniforms](#)' guidance.

The Headteacher is responsible for:

- Enforcing the school's uniform rules on a day-to-day basis.
- Ensuring that teachers understand this policy and what to do if a pupil is in breach of the policy.
- Listening to the opinions and wishes of the school community in regard to the school's uniform and making appropriate recommendations to the LGB.
- Providing pupils with an exemption as appropriate, e.g. for a pupil who has a broken arm and requires a loose-fitting shirt.

Staff are responsible for:

- Ensuring that pupils dress in accordance with this policy at all times.
- Where appropriate to their role, disciplining pupils who are in breach of this policy.
- Ensuring that pupils understand why having a consistent and practical school uniform is important, e.g. school identity.

Parents are responsible for:

- Providing their children with the correct school uniform as detailed in this policy.
- Informing the Headteacher if their child requires an exemption to the uniform rules for a period of time, with a reason why.
- Ensuring that their child's uniform is clean, presentable and the correct size.

Pupils are responsible for:

- Wearing the correct uniform at all times, unless the Headteacher has granted an exemption.
- Looking after their uniform as appropriate.
- Understanding and respecting why a school uniform is important to the school, e.g. school identity and community.

3. Cost principles

The school will develop its uniform policy in relation to the following starting principles:

- The school will seek to ensure that the uniform is affordable. In so doing, the school will consider the total cost of school uniforms, considering all items of uniform or clothing parents will need to provide while their child is at the school.
- The school will seek to keep the use of branded items to a minimum.
- The school will seek to ensure that uniform supplier arrangements give the highest priority to cost and value for money, including the quality and durability of the garment.
- The school will ensure that second-hand uniforms are available for parents to acquire through the school office.

Principles in practice

In accordance with the 'School Admissions Code', the Headteacher will ensure that the school's uniform requirements do not discourage parents from applying for a place for their child.

The school will assess the overall cost implications of its uniform policy regularly, including prior to making any changes to the school uniform. When evaluating whether costs are reasonable and proportionate, the school will consider the opinions and situations of:

- Economically disadvantaged parents.
- Parents with multiple children who are, or will be in the future, pupils at the school.
- Parents of younger children, as they are likely to grow quickly and require new sets of uniform more frequently.
- Parents of pupils with protected characteristics that may impact their ability to access the uniform.
- Looked After Children and Previously Looked After Children.

The school will evaluate the cost of its uniform based on the overall collection of uniform items that parents/carers would need to purchase for a pupil, rather than on the cost effectiveness of individual items; this will include consideration of the fact that parents/carers will need to purchase multiples of certain items, e.g. shirts, to ensure their child can come to school in clean uniform every day.

The school will keep branded uniform items to a minimal level that is reasonable for all members of the school community. The school defines a branded uniform item as any item of clothing that cannot be purchased at a range of retailers, e.g. supermarkets, due to the item's logo, colour, design, fabric or other unique element. Where the school

requires an item of branded clothing, it will assess how prices can be kept as low as possible and put measures in place to facilitate this. This may include:

- Offering sew-or iron-on logo patches for blazers and jumpers that can be bought at non-specialist retailers, instead of requiring specific branded jumpers.
- Ensuring branded items are longer-lasting and unlikely to be worn out quickly, e.g. ties.
- Making donated second-hand uniform available free-of-charge.

The school will meet the DfE's requirements and recommendations on costs and value for money. Care will be taken to ensure that school uniform is affordable for all current and prospective pupils, and that the best value for money is secured through reputable suppliers.

The school will work with multiple suppliers to obtain the best value for money possible. Any savings negotiated will be passed to parents/carers where possible. The school will not enter into exclusive single-supplier contracts or cash-back arrangements. More information on supplier processes can be found in the '[School uniform supplier](#)' section of this policy.

The school will not make frequent changes to uniform requirements and will take the views of parents/carers and pupils into account when considering any changes.

4. Equality principles

The school takes its legal obligation to avoid unlawfully discriminating against any pupil very seriously.

In line with the above, the school will aim to ensure that its uniform policy is as inclusive as possible so that all pupils can access a school uniform which is comfortable, suitable for their needs, and reflects who they are, while avoiding any direct or indirect discrimination on the basis of protected characteristics or socio-economic status.

The school will ensure that parents/carers and pupils are consulted over any changes to school uniform, and that, where appropriate and with pupils' consent, views and advice are sought specifically from pupils, and parents/carers of pupils, who:

- Are transgender or non-binary.
- Are of a religious or cultural background that has specific dress requirements.
- Have SEND and/or sensory needs.

Parents/carers' concerns and requests regarding school uniform and amendments to it are handled on a case-by-case basis by the Headteacher and the LGB, and always in accordance with the school's Complaints Procedures Policy.

Information on how the school ensures its uniform policy does not discriminate against pupils with specific protected characteristics is outlined below.

Gender

To avoid disproportionately impacting pupils of a certain gender, the school will ensure that the cost of uniform is as equal in price as possible across items for all genders. This includes:

- Adhering to the procedures laid out in the '[Cost principles](#)' section of this policy.

- Not directly requiring pupils of a certain gender to buy additional uniform, e.g. by requiring female pupils to buy both trousers and skirts.
- Not indirectly requiring pupils of a certain gender to buy additional uniform, e.g. by offering football in P.E. to only male pupils and requiring they buy football boots to participate.
- Not holding pupils of different genders to different uniform standards, e.g. by banning certain hairstyles for only one gender.

The school will implement a gender-neutral uniform, meaning that pupils will not be required to wear specific items based on their gender, and may wear any of the uniform items listed in the '[School uniform](#)' section of this policy regardless of the legal sex recorded on the school's records.

Religion and belief

To avoid disproportionately impacting pupils of a certain religion, belief or culture, the school will ensure that there is flexibility to allow pupils to present themselves in a way that adheres to their dress requirements as far as possible, within the school's uniform policy.

The school will endeavour to meet all requests for amendments to the uniform for these purposes; however, the needs and rights of individual pupils will be weighed against any health and safety concerns appropriate to the circumstances, e.g. if safety headgear needs to be worn.

Race

To avoid disproportionately impacting pupils of a certain race, the school will ensure that its uniform policy does not constitute unlawful indirect discrimination through blanket rules. This includes:

- Not banning hairstyles related to a pupil's ethnic origin, e.g. natural Afro hairstyles.
- Not banning hairstyles worn because of cultural, family and social customs, e.g. cornrows.
- Not banning head coverings related to a pupil's culture or ethnic origin, e.g. African heritage head wraps.

The school will follow the good practice guidance provided by the Equality and Human Rights Commission on '[Preventing hair discrimination in schools](#)'.

SEND and medical conditions

To avoid disproportionately impacting pupils with SEND or medical conditions, the school will ensure its uniform policy considers the needs of these pupils. This includes:

- Ensuring the school uniform uses soft, stretchy fabrics and avoids intricate buttons or hard seams.
- Allowing variations to the standard uniform for pupils whose medical conditions may impact how they dress, e.g. pupils with casts who require loose-fitting clothing or pupils with hair loss-related conditions who wish to wear head coverings.

Where the needs of these pupils cannot be met in the standard uniform policy, individual adaptations to the uniform will be considered and permitted wherever possible.

The school will ensure that it works with a supplier that acts in accordance with the school's values and principles on equality and inclusion.

5. Complaints and challenges

The school will endeavour to resolve all uniform complaints and challenges locally and informally, in accordance with the school's Complaints Procedures Policy.

The school will refer individuals who wish to complain to the Complaints Procedures Policy and request that they follow the procedures outlined therein.

When a complaint is received, the school will work with the complainant to arrive at a mutually acceptable outcome.

In considering a complaint, parents should be aware that teachers can sanction pupils for breaching the school's rules on appearance or uniform. The school expects this to be carried out in accordance with the school's published Behaviour/Relationship policy. The school aims to deal with pupil non-compliance in a proportionate and fair way.

6. School uniform supplier

BL5 Schoolwear Unit 4, 70 Market St, Westhoughton, et BL5 3AZ Tel: 01942 367940	Rainbow Uniforms 87 Bradshawgate, Leigh, Wigan, WN7 4ND Tel: 01942 609447
Andrew Leach School Wear 98 Winter Hey Lane, Horwich, BL6 7PJ Tel: 01204 697624	Smart Clothing Units 5, 6 & 7, Black Horse Street, Bolton, BL1 1SY Tel: 01204 392610
Whittakers Schoolwear 106 Deansgate, Bolton, BL1 1BD Tel: 01204 389485	

7. Uniform assistance

The school will hold second-hand school uniforms in school for parents/carers to access; access to these uniforms will be made available upon request made to the Headteacher. Parents will be invited to donate their child's uniform when they no longer need it.

8. Non-compliance

Staff will be permitted to speak to parents/carers of children who do not wear the correct uniform. If they still are not wearing the correct uniform, the class teacher will send a uniform reminder letter. This will then be referred to the Senior Leadership Team. The Senior Leadership Team will determine whether financial hardship has resulted in a pupil not complying with this uniform policy.




Parents will be notified of pupils' breaches of school uniform in all cases.



9. School uniform





Clothing


The school uniform is as follows: (images are for reference only – colours and styles may vary)

Item	Optional or Required	With or without school logo	Image
Bottle green round neck sweatshirt or cardigan	Required	With school logo	
Navy blue polo shirt	Required	With or without school logo	
Grey school trousers or tailored shorts	Required	N/A	
Grey skirt or pinafore dress	Required	N/A	
Blue/green tartan skirt	Optional	N/A	

Green gingham summer dress	Optional	N/A	
Grey, navy blue or white socks/tights	Required	N/A	
Black shoes	Required	N/A	

YEAR 6 ONLY			
White formal cotton shirt	Optional	N/A	
Woodland Academy Tie	Optional	With school logo	

P.E. KIT			
Bottle green hoodie	Optional (school cardigan or jumper may also be worn)	With school logo	
Bottle green t-shirt	Required	With school logo	
Plain navy-blue shorts or joggers (no logos)	Required	N/A	
Plain black pumps or trainers (no logos)	Required	N/A	

School Bag	Required	With or without school logo	
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Pupils who are wearing skirts can wear white, grey or navy-blue socks or white, grey or navy-blue tights. Jeans will not be permitted.

The school will not consider trainers or high heels as suitable school shoes.

Jewellery

The school rules on jewellery are as follows:

- One pair of stud earrings may be worn – no other piercings are permitted.
- A smart and sensible wrist watch may be worn – no smart watches.

Pupils will be advised that jewellery is their personal responsibility and not that of the school. Lost or damaged items will not be refunded. All jewellery must be removed during practical lessons, including P.E. lessons and science experiments or cover with a plaster (supplied by parent/carer) if they cannot be removed.

Bags

Pupils must use an appropriately sized waterproof bag to carry their books and equipment. It must hold A4-sized workbooks comfortably without causing any damage. School bags featuring inappropriate images, slogans or phrases will not be permitted. The school will discourage pupils from bringing valuable bags to school. The school will not be liable for lost or damaged school bags.

Hairstyles and headwear

The school reserves the right to make a judgement on whether a pupil's hairstyle, hair colour or headwear is inappropriate for the school environment; however, the school will ensure that any such judgements do not discriminate against any pupil by virtue of their protected characteristics. Each individual pupil's scenario will be considered where any judgements on appropriateness are to be made, and parents/carers will always have the freedom to complain via the school's Complaints Procedures Policy.

All hair that is collar length or longer should be tied up with hair accessories that are simple, plain and dark in colour. Pupils with long hair must ensure that this does not impede their vision, cover their face, or cause a health and safety risk.

The following hairstyles, hair colours and headwear are not considered appropriate for school:

- Brightly-coloured dyed hair.
- Headwear with bold patterns or colours.
- Excessive hair accessories.
- Headwear featuring inappropriate words or images.
- Head scarves should be either blue, green or grey and worn for religious purposes.

Makeup and cosmetics

The school rules on makeup and cosmetics are as follows:

- Makeup or nail varnish must not be worn.
- False nails and nail extensions are not permitted.
- Temporary tattoos are not permitted.

Pupils wearing excessive makeup will be required to remove it.

10. Adverse weather

All pupils will be advised to wear weather-appropriate clothing. For hot temperatures, this includes wearing:

- Tops that cover the shoulder area.
- Sunglasses with UV protection when outside.

Pupils will be advised not to wear jumpers during heatwaves. If outside during break times, pupils not wearing sun-safe clothing will be advised to stay in an area protected from the sun, or spare clothing is provided. For cold temperatures, this includes wearing:

- Scarfs, gloves, coats and hats when outside.
- Warm jumpers.
- Trousers, or skirts and thick tights.

11. Labelling and lost property

Parents/carers will be advised to ensure that all pupils' clothing and footwear is clearly labelled with their name and year group. Any lost clothing will be taken to the lost property box in the school office. All lost property will be retained for one month and will be disposed of if it is not collected within this time.

12. Monitoring and review

The school will engage with parents/carers and pupils when reviewing this policy. Any subsequent amendments will be communicated to staff, pupils, parents/carers and other relevant stakeholders.

Appendix 1 – Examples of School Uniform

Suitable School shoes



Trousers



Hair Accessories



Socks

