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## **THE GILBERD SCHOOL**

### **School Uniform Policy**

<b>Revision Details - in order of appearance</b>	
April 2024	Deletion of repetitive information
April 2024	Updated uniform item descriptions for greater clarity
April 2024	Inclusion of Gilberd School Puffer coats under 'coats'
April 2024	Inclusion of Appendix for visual guide for parents/carers.

School uniform is a British tradition, a rite of passage for our children and an established part of our school heritage. Great importance is attached to the wearing of school uniform at The Gilberd School. We regard it as an essential aspect of setting high expectations across the school. Our uniform identifies us as part of the Gilberd family and makes us recognisable in the wider community. As such, it is important that it is clean, smart and worn in accordance with this policy.

Students are not permitted to deviate from the school uniform policy except in rare and exceptional circumstances. There may be medical reasons that make wearing parts of the uniform impossible. Where this is the case, any agreed changes will be as close to the formal uniform as possible and made only after a meeting with a member of Senior Leadership Team. Religious head scarfs may be worn but no other religious insignia is permitted on the outside of the uniform.

Our uniform policy is gender neutral.

#### **This policy should be read in conjunction with the following policies:**

Student Code of Conduct  
School Uniform Policy Appendix 1

#### **Our Uniform Principles**

This policy aims to:

- Foster the community ethos of the school
- Encourage a sense of equality and cohesion where clothing is not used to highlight levels of family income, create social hierarchies or label students as members of identity groups (other than religious) since this is at odds with the culture of the school
- Enable the rapid identification of a Gilberdian on site providing a safer and more secure environment
- Embed a culture of learning to dress appropriately for different settings
- Protect students from social pressures to dress or present in ways that reflect superficial fashions

- To prevent clothing/haircuts associated with undesirable behaviour coming onto the school site
- Ensure that students of different social, religious and ethnic groups feel welcome
- Ensure staff time is focused on student achievement, teaching and learning
- Ensure that our culture of high standards is projected to the wider community

### **Hairstyle**

Students' hairstyle and colour should be 'interview ready' and of conventional appearance.

- Hair should not cut shorter than a grade 2 (clipper) overall.
- Any fade haircuts must not have sudden changes of grade.
- There must be no shaved lines or patterns. This also applies to shaved eyebrows.
- Hair must be the student's natural colour. This also applies to braids.
- Only plain (black, red or green), functional and safe hair accessories are allowed.

If a breach of this code cannot be resolved to the satisfaction of staff, it may result in a specified period of internal isolation of the student including break and/or lunchtimes.

Changes in hair fashions may require staff to apply their judgement to ensure appearances are acceptable and reasonable.

### **Make-up and Jewellery**

Noticeable make-up is not permitted. Coloured nail varnish, acrylic nails, gel nails, shellac nails and nail extensions of any kind are not permitted. False eye lashes are not permitted.

Jewellery is not permitted apart from one small plain spherical gold or silver ear stud (with no stones, faux gems or other embellishments or patterns) in the lobe of each ear. No other piercing studs or retainers are allowed. Students with non-permitted jewellery will be asked to remove it. Claiming that a recent piercing may close without a stud or retainer is not an acceptable excuse.

Rings and other jewellery are not permitted. Tattoos are not permitted. Badges (with the exception of those issued by the school) may not be worn.

Religious jewellery may be worn discreetly under clothing and should never be visible.

A watch and/or a medical bracelet may be worn. SMART watches are not permitted.

Any permitted jewellery described above must be removed prior to Physical Education lessons so not to pose a risk to the wearer and those around them.

### **Religious Adaptations**

Religious head wear may be worn in discrete plain colours but no other religious insignia is permitted on the outside of the uniform.

### **Value for Money**

In 2022 we re-tendered to ensure best value and to comply with new legislation. As a consequence, we have moved to a new stockist for PE kit (who offered best value for money when quality and cost

is taken into consideration). This will result in a cost saving to parents on PE kit and postage. Compulsory branded items are kept to a minimum. We have also reduced compulsory branded items in PE and reduced the overall cost of branded PE items compared to previous stockists.

### **Gender**

It is an expectation that students change for PE in communal rooms designated by sex. In circumstances where this causes discomfort on the grounds that a student identifies as transgender, the school will endeavour to make reasonable adjustments. Reasonable adjustments in this situation is described as the use of a separate cubicle, accessible toilet (which are separate and large enough to change in) or another alternative room in the school (where possible and practicable).

### **Pre-owned Uniform**

The school keeps a stock of donated pre-owned uniform items and you should contact us directly if you would like to enquire. Kilts and jumpers are the most common items held in stock that are of a good quality. Most blazers are well-worn upon donation so stocks of good quality items are usually very limited. We hold a termly uniform exchange which is publicised on social media and the school website.

### **Additional Information**

Students should be clean shaven in the lower school. However, those in Years 10 and 11 may have facial hair but must be neat in appearance.

When snow is forecast, boots may be worn to and from school, but shoes are to be worn during the normal working day. The school will issue this guidance at the appropriate time.

Damaged uniform should be replaced as soon as it is practicably possible. Students are not permitted to wear trainers or non-formal footwear whilst school shoes are being replaced. Loan items will be provided by year offices.

Defacement of uniform is prohibited under the Student Code of Conduct and items will be confiscated. Replacement items will be the responsibility of parents/carers. Sanctions may be issued to students who deface their uniform.

Non-school issue items must not be worn to embellish uniform e.g. hairclips, tie-pins, braces, hats/caps (list indicative not exhaustive).

## Uniform Items

Item	Description	Compulsory items	Source
Blazer	School supplier-issue. Black with school crest. 2 different cuts are available to suit either the male or female shape. The style of the blazer has undergone a number of minor cosmetic adjustments. All variations are acceptable uniform and will continue to be so.	Compulsory	School supplier only
School tie	School supplier issue red tie with gold crest.	Compulsory	School supplier only
Trousers	Trousers must be black and of conventional style and material. Creases front and rear. 'Skinny fit' trousers are not permitted. Patch pockets or other casual embellishments are not permitted. Belts should be plain black with a discreet buckle.  Tight or elasticated/stretch fit or fashion style trousers such as denim jeans, jean style trousers, narrow fitted trousers or cords are not acceptable. External jeans-style pockets on the rear of the trousers are considered informal and not acceptable.	Compulsory	Any retailer
Shirt	Must be white, of conventional material and traditional design and with a sufficiently long rounded hem (designed to tuck into trousers). Shirts must be tucked in and buttoned to the neck at all times. Long or short sleeves are acceptable.  Epaulettes (or other non-formal attachments), fitted shirts, open-neck blouses, tee shirts or sports shirts are not acceptable.	Compulsory	Any retailer
Socks or tights (with kilt)	Must be plain black and worn to just below the knee (never over the knee). Low cut trainer liner socks are not permitted. Tights must be plain black and at least 60 denier.	Compulsory	Any retailer
Socks/tights	Plain black socks long enough to cover the ankle completely. White, patterned or coloured socks or logos of any description are not permitted. Socks must not be worn above the knee. Similarly, low-cut, no-show or trainer liner socks are not appropriate school wear.	Optional	Any retailer

Item	Description	Compulsory items	Source
Shoes	<p>Must be black, plain, low heeled and of a conventional/traditional formal style (i.e. fully leather/faux leather which can be polished to a shine and not canvas or trainer style with roll up soles).</p> <p>Brogues, Oxfords, Loafers and Monk Straps are recommended. Fashion shoes including strapless shoes, open toe shoes, trainer style shoes, black trainers, plimsolls/canvas shoes or boots are not acceptable. Roll-up soles (trainer style) or high heels are not permitted. Shoes that display a logo or brand, or shoes with stitching that is not black, are not permitted. Shoes with trainer style brace patterns are not acceptable.</p> <p>Please see Appendix 1.</p>	Compulsory	Any retailer
School jumper	<p>School supplier-issue, V neck with red stripe.</p> <p>This may be worn under the blazer during cold weather (but never without a blazer). No other garments e.g. cardigans, sweatshirts, hooded tops, coloured jumpers are acceptable.</p>	Optional	School supplier only
Mock kilt/skirt	<p>School-supplier issue Menzies tartan kilt. Must be worn at or below the knee and not rolled at the top.</p> <p>The Gilberd School mock-kilt skirt as an alternative to trousers. It is optional and available only from the school's on-line suppliers. No other skirt, however similar it may look, is acceptable. Repeated failure to wear the skirt at the correct length will result in the privilege of wearing this item being removed.</p> <p>Plain dark tights or socks (below the knee) should be worn with this garment.</p>	Optional	School supplier only

**Uniform variations:**

Prefects	School-supplier issue black, gold and red stripe tie.
Senior Prefects	School supplier-issue blazer of bespoke design. Traditional Green, gold and red stripe tie. A black kilt (school supplier-issue) replaces the Menzies tartan kilt where this option is preferred.
Senior Cadets (non-parade days)	Traditional Gilberd bottle green blazer with CCF crest. Dress No. 2 Uniform for formal occasions.
Combined Cadet Force	Full MTP uniforms on parade days. A coat should be worn over the uniform when travelling to and from school. Long hair should be tied up on parade days. Uniform should be clean and pressed and boots polished to a shine.  Senior Cadets will be required to wear Dress No.2 on formal occasions.
Shirt-sleeve order	On particularly warm days, the Headteacher or Head of School may permit shirt-sleeve order. This means students will not require blazers, sleeves may be rolled up, ties removed and top buttons unfastened.

**Additional items for all uniform options:**

Coat	A non-compulsory Oxford style puffer jacket is available from our stockists. Students may personalise these with up to three initials.  Other coats must be of plain style (no large motifs) and longer than the blazer and only ever worn outdoors over blazers.  We recommend hi-vis for students who cycle in.  Sweatshirts, hooded (or non-hooded) jumpers, tracksuit tops and other sports apparel are not permitted on the premises or when travelling to and from school. Leather or denim jackets/coats or imitation leather jackets/coats are not permitted. Shiny/sparkly fashion jackets are not permitted.  Coats must never be worn or carried inside the buildings.  Expensive designer brand coats are not permitted.
Scarf (Optional)	School scarf or black, red or Menzies tartan scarf only. These must never be worn inside the buildings.
Hats and Gloves	Plain style without motifs or adornments - to be worn to and from school only. These must never be worn inside the buildings.

	The exception are school-issue items worn in the correct context (sports teams for example). A woolly hat may be worn in cold weather.
School Bag	This should be waterproof and large enough to carry all required books and equipment for the day. Bags should be plain in appearance. Handbags, messenger bags and similar styles are not permitted.

### Physical Education Kit

Item	Description	Compulsory items	Source
Red PE polo top	With school crest. For indoor and summer use	Compulsory	School supplier only
<b>EITHER</b> Red/Black Rugby top decorated  <b>OR</b> Black 1/4 Zip top	With school crest. For outdoor winter use.  With school crest	Compulsory	School supplier only
Plain black, long-leg, loose-fitting sports shorts	With no school crest. No other visible logo/branding/decoration permitted	Compulsory	Any retailer
House-coloured knee-length socks	Red, black, white, yellow, green or royal blue	Compulsory	Directly from the school
Green PE GCSE polo top	With school crest and for GCSE students only	Optional	School supplier only
Green PE Sports Studies polo top	With school crest and for Sports studies students only	Optional	School supplier only
Black Leggings	Available to Years 9, 10 and 11. With school crest	Optional	School supplier only
Black Skinny Track Pants	With school crest	Optional	School supplier only
Black stadium pants	With school crest	Optional	School supplier only
Base layer top	With school name	Optional	School supplier only
Stadium pants	With school crest	Optional	School supplier only
Black tracksuit bottoms	With no school crest. No other visible logo/branding/decoration permitted	Optional	Any retailer

### School Uniform Suppliers

Anglia Sports and School wear  
8 & 9 Brunel Business Centre  
Enterprise Way

CLACTON-ON-SEA  
CO15 4QW  
01255 474 550  
[customersupport@angliasportsandschoolwear.co.uk](mailto:customersupport@angliasportsandschoolwear.co.uk)

### **Combined Cadet Force (Year 8-11)**

Students who are members of the school's CCF unit are, on days when they are attending the CCF unit activities, expected to wear their CCF uniform.

### **Adjustments and replacement of uniform**

Adjustments to uniform may be made for medical reasons but only following discussion with the Headteacher. These adjustments must be in keeping with the school colours i.e. white or brightly coloured trainers will not be permitted even for medical purposes. Where compression items are required for sensory purposes, these must be worn under formal trousers/kilts/shirts and blazers.

If extreme cold weather (snow) is forecast we will contact parents and advise that appropriate footwear should be worn.

If for any reason an item of uniform is damaged and cannot be worn a note from a parent or carer must be presented. Students will be expected to wear loan items until the uniform is replaced. We never allow students to circulate with inappropriate uniform except where there is an evidenced medical reason. Any student refusing to wear loan items of uniform will be removed from general circulation. In situations that could have been easily avoided e.g. forgetting to wear the correct colour socks or not being able to find items of uniform through disorganisation, a sanction will usually be applied.

Students who deliberately disregard or refuse to accept the school uniform policy will have sanctions applied.



## Appendix 1 School Uniform – Buy with Confidence

This guidance is designed to save you time and money. Increasingly, items advertised in shops as ‘school wear’ are not always appropriate and you may be parting with money (often a lot of money) for fashion items which we will later ask you to change.

### Uniform Blazer

- Only available from our on-line stockists. The Trutex blazer we use is the most durable and best value for money in the long term.



- School issue pips and prefect insignia must be worn at all times. Gilbert Way Awards are worn on the left blazer lapel. House badges, Curricular and extra-curricular badges and Sports Colours are worn on the right blazer lapel.



## Uniform Trousers

- Plain black, formal straight fit style trousers. These should display a sharp crease front and rear and enough play in the material at the thigh and ankle to allow the trousers to hang correctly. The waistband must include belt-loops and a standard hook and eye or button closure. Available from the school's on-line suppliers.
- Please note: If trousers are elasticated or stretch fit material and are tightly fitted, then they are not appropriate for school. Fashion style trousers such as denim jeans, jean style trousers, narrow fitted trousers with a heavily tapered leg, corduroy, mole skin or other heavy-duty materials (as used in utility clothing) are not acceptable. Additional pockets or zips are not permitted. External pockets on the rear of trousers will be considered jean-style and not permitted to be worn.



## Uniform Skirts

- The Gilbert School skirt is an alternative to trousers. These must be worn at or below the knee. Available only from the school's on-line suppliers.



## Shirts

- A plain white traditional long or short-sleeved shirt with standard collar and white buttons. Shirts must be buttoned to the neck and tucked into trousers or skirts at all times. Available from the school's on-line suppliers. Epaulettes (or other non-formal attachments), fitted shirts, blouse style shirts, tee shirts or sports shirts are not acceptable. Linen and other types of fabric that are non-cotton or cotton-blend are not permitted.



## Ties

School tie. Available only from our on-line stockists or student reception. Year 11 Prefects wear the traditional Gilbert tie and Prefect Mentors wear the plain green tie. All ties are clip-on with the exception of Senior Prefect ties.

Whole School



Prefect



Prefect Mentor



### **Uniform black V-neck sweater**

- May be worn under the blazer during cold weather but never on its own. This is only available from the school's on-line suppliers. No other garments e.g. cardigans, sweatshirts, hooded tops, coloured jumpers are acceptable.



### **Plain black socks that cover completely the ankle.**

- Liner socks, no-show or low-cut socks are not appropriate formal wear for school.

### **Plain dark or natural-coloured tights**

- Available from our online stockists

### **Formal Shoes**

- Plain flat black shoes with an entirely leather or faux leather upper that can be polished to a shine. Brogues, Oxfords, Loafers and Monk Straps are recommended.
- Girls' shoes must have a closed-toe without excessive beading or other adornments.
- Trainer-style shoes (sometimes with Logos, labels and brace stitching patterns), Beetlecrushers, canvass ballerina, high heels or any type of boot (including DM style) are not acceptable.
- Shoes that display a logo or brand on the upper, brace patterns or shoes with stitching that is not black, are not permitted.
- Be aware that Velcro-fastenings are very often found on styles that may have been acceptable in Primary Schools but are not at The Gilberd. Please check first.
- Ankle boots are not acceptable.

**Gilberd School Acceptable Shoes guide (example list not exhaustive)**

(leather, faux leather or patent leather acceptable)



Brogue



Leather Ballerina Pump with heel



Loafer



Brogue (women's)



Oxford



Monk Strap

**Unacceptable shoes (example list not exhaustive)**



**Unacceptable shoes continued...**

Material other than leather/faux leather on the upper

Stitching and brace patterns similar to trainers or other leisure shoes



Roll-up soles

Logos/  
tags/labels

## **Frequently Asked Questions about uniform (FAQs)**

### **What happens if I cannot send my child into school with correct uniform despite making every attempt to do so?**

If for any reason an item of uniform is damaged and cannot be worn, a note from a parent or carer must be written in the school planner and shown to the Form Tutor or Head of Year. We will allow 48 hours\* for the item to be replaced after which students will be removed from general circulation. Students are also expected to wear loan items (blazers, ties, socks) if requested. Any parent experiencing severe financial hardship should contact the Head of Year.

\* Exceptions to the 48-hour rule include easily avoidable issues such as wearing brightly coloured socks, excessive make-up or not being able to find items of uniform as a result of disorganisation. In such instances, a student would be given alternatives to wear (when available) or removed from circulation.

### **I would like my child to be able to express their religious identity**

The Gilberd School is not a faith school. Single faith school alternatives exist within the locality for those who feel strongly about this. We do not allow significant alterations to uniform or hairstyles. The exception is headwear, which is important to more than one religion and is permitted and described above.

### **My child has a medical condition that makes wearing uniform difficult**

Upon presentation of medical evidence and following discussion with the Headteacher, adjustments may be made to accommodate students with medical issues. Wherever practical, we would seek alternatives that allow for the student to feel comfortable whilst adhering to the policy as closely as possible.

### **Why don't you allow certain hairstyles or fashion items in school?**

We would like to cultivate an atmosphere where individuality and depth of character are expressed through academic and social creativity rather than appearance. Although allowing children to follow trends might seem harmless, it can have negative consequences for those children who cannot afford the latest fashion items or whose parents maintain stricter control over appearance. Many parents do not wish to send their children into an environment where the latest superficial and costly trends are a source of social stratification. The associated pressure to copy these can be a source of unnecessary anxiety, conflict with peers and family and sadly, bullying. We also believe strongly that the tradition of uniform cultivates a stronger feeling of community, cohesiveness and high standards.

The presentation of the students also reflects the reputation and standing of the school in the wider community. At The Gilberd School we make it clear prior the induction of Year 7 students that the menu on offer is one of high standards of dress, conduct and learning. A student who deliberately lowers standards has a detrimental impact not only on themselves, but also every other student.

### **Appearance doesn't affect learning, why are you so strict?**

Dressing formally is part of a learning process in readiness for adult life which is why we have a dress code for staff. Regardless of which career or pathway our children chose, they will benefit from understanding that formal situations require a different standard of dress than informal ones. School is a formal social environment. Our collective staff experience of working in many different schools and over many years, has demonstrated that poor academic outcomes generally go hand in hand with a wider culture of low expectations and poor conduct. We do not think this is good enough for our children.

### **What will happen if my child refuses to follow the school's expectations?**

We will contact you so that you can put in place the required support from home. In school, choosing not to follow our simple guidelines regarding uniform and hairstyle will initially result in the loss of social time for the student. Year teams will decide upon further action if the matter cannot be rectified in the short term. You will be informed of the concern and of the action being taken.

Should there be continued refusal to meet our expectations, sanctions will be put in place.

### **There are other students in the school with extreme hairstyles/uniform issues, what is happening to them?**

We try hard to be consistent in our approach but there will always be occasions when issues are not immediately brought to our attention. Simply because a student has not yet been challenged, does not mean an item of fashionwear or a particular hairstyle has become acceptable.

### **What do I do if I don't agree with your policy on hair styles or fashionwear?**

We have consulted stakeholders in the formation of our policies and we feel the majority of parents/carers support these standards. We would hope that by choosing the Gilbert School to educate your children, you will have already considered this prior to your application. However, if you feel the application of our policy in individual circumstances has been unfair or unreasonable (outside the scope of this policy), then you can write to your child's Head of Year asking for a meeting. We have set out our expectations clearly. We feel they are reasonable and have communicated them clearly to all parents/carers in this document. We believe our approach is in the interest of the whole school, the wider community and that students will profit by them in the long term.