



Uniform and Presentation Expectation Policy

(Updated September 2017)

Rationale

High standards of uniform and presentation are expected of all pupils at Lawn Manor Academy and the school unashamedly takes pride in this. There are good reasons for this. A smart uniform helps to create a sense of community; it also removes distraction and competition which may be caused by an individual's style of dress, and allows pupils to concentrate on learning. Uniform must be worn to and from the Academy; it is not acceptable for pupils to arrive to school in non-uniform items and then change them. The Dress Code and Behaviour policies are clear that there are no exceptions to these expectations and they explain the consequences that will be put in place should a pupil not meet the requirements.

Full details of our uniform requirements can also be located on our Academy website.

Purchasing Academy uniform

Items marked * must be purchased from Uniform Direct (telephone 01522 510016 or visit the company's website www.uniform-direct.com). The Academy requires the choice of colour, material and style to conform to the uniform requirements stated below.

ITEMS TO BE PURCHASED FROM UNIFORM DIRECT		
Lawn Manor Academy Blazer	Lawn Manor Academy Tie	Lawn Manor Academy Jumper / Cardigan
The school blazer with logo must be worn at all times around the school and the vicinity. Staff will advise pupils if they may remove their blazers in class or in hot weather	The tie must be of traditional size and worn to an appropriate length just above the waist. The Senior Leadership Team will advise pupils if they may remove their ties in hot weather	OPTIONAL: Jumpers / Cardigans are optional, but if worn, must be the Lawn Manor Academy navy jumper or cardigan. The jumper / cardigan cannot be worn without the blazer.
ITEMS TO BE PURCHASED FROM YOUR CHOSEN SUPPLIER		
White Shirt	Mid-Grey Trousers or Skirt	Plain black socks & tights
<p>Plain white traditional school shirt. Shirts must be long enough to be <u>tucked in</u> at all times. Shirts can be short or long sleeved</p> <p>If an extra t-shirt is worn underneath, the white shirt, it must</p>	<p>Plain mid-grey trousers or skirt. No additions such as stripes, studs, over stitching or embellishments etc. (NOT grey jeans/combat style trousers, trousers with patterns/stripes, leggings, jeggings, denims, cords or 3/4 length).</p>	<p>Socks must be plain black.</p> <p>Tights may be of natural colour or plain black</p>

be plain white, short sleeved and not visible.	Skirts must be plain mid-grey, appropriate length - no more than 2" above the knee. No micro-skirts or tight fitting skirts.	
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Coats, Hats & Belts	Jewellery	Make-Up	Hair
Outdoor coats should be plain black or dark coloured. Hoodies (zipped, buttoned or pullover), denim jackets, leather jackets, training tops or non-Academy cardigans must not be worn or brought into the school. Hats are not permitted. Belts must be plain black and not studded or fashion belts	One small stud earring may be worn in the lower lobe of each ear and <u>no other piercings are allowed</u> , E.g. No lip, nose, eyebrow piercing, stretchers, plugs, retainers or clear plasters Only one small ring on one hand and one small bracelet may be worn A necklace may be worn but must be worn underneath the pupil's shirt.	Make up should only be worn in Key Stage 4, if very discreet and barely visible. No false eyelashes, nails or lipstick are permitted and nail varnish can only be worn if clear	Extreme hairstyles that detract from the smart appearance are not allowed. The definition of what is extreme will change with fashion but includes: shaven or excessively short hair (no shorter than a grade 2), hair with patterns cut into it, hair of two obviously different lengths, extensions, or non-naturally coloured hair. Headscarves worn for religious reasons must be plain dark blue or black. Garments covering the face are not permitted.

Acceptable Shoes	Shoes	NOT Acceptable Shoes
	Plain black traditional school shoes Black trainers, boots, daps, sandals, shoes that look like trainers, or shoes without back are not allowed; all heels should be no more than 1½ inches. Shoes should be worn to and from Lawn Manor Academy.	

Acceptable Skirts & Trousers	NOT Acceptable Skirts & Trousers
	 <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <div style="border: 1px solid black; padding: 2px;">Fitted skirt</div> <div style="border: 1px solid black; padding: 2px;">Dark grey</div> <div style="border: 1px solid black; padding: 2px;">Fitted trousers</div> </div>

Consequences of not wearing correct uniform

The Academy currently has a supply of the correct uniform and these will be issued to any pupil who comes to the Academy in anything other than correct uniform.

The Academy reserves the right to confiscate items of clothing which do not conform to this Dress Code policy. Persistent offenders will have items confiscated and parent/carer will be asked to collect item or the item will be given back after a period of time e.g.at the end of term.

If it is not possible for a pupil to wear an item of Academy uniform, the pupil will, where possible be invited to temporarily borrow the item of uniform. Parents / carers will also be contacted at the earliest opportunity to support with rectifying the situation, which may include bringing replacement uniform to school, or the child returning home to correct uniform once parent/carers have been contacted. Pupils must return to the Academy within a negotiated reasonable amount of time. This will be recorded as authorised absence. If the pupil fails to return to the Academy within the negotiated time an unauthorised absence will be recorded. A fixed penalty notice may be issued in this case (see Attendance Policy). Until the situation is resolved, the child will be internally excluded by the Head of Year or Tutor; this will be recorded on SIMS. There are no exceptions.

This policy should be read in conjunction with other relevant policies:

- Health and Safety
- Behaviour for Learning
- Citizenship and PHSE (Personal, Health and Social Education)
- Child protection
- Attendance

Policy Updated Date: September 2017

Person responsible: Assistant Headteacher, Pastoral

SLT Approved: 8th September 2016

Due for Review: **September 2018** (annually)