
UNIFORM / DRESS CODE

PREFACE

Chiltern Hills Academy is a learning environment at the heart of its community. We encourage every person in our community to:

Create, Aspire and Excel to 'Live life in all its fullness' (John 10:10)

We achieve this through our dedication to the seven Christian values of love, hope, self-discipline, compassion, forgiveness, respect and honesty.

We are a community in which staff, students and parents work collaboratively to develop a learning environment and organisation which is spiritual, safe, innovative, creative and exciting. All members of the Academy are motivated and inspired by the vision to give their best and to play a full part in the life of the school and in their own developing lives.

The Governors at Chiltern Hills Academy are committed to achieving the vision and values. They oversee and monitor this policy to ensure that this is being achieved.

MONITORING (via Governors' Management Committee):

Throughout the academic year all governors will be asked, when visiting the Academy, to observe that the correct uniform is being worn and may speak with members of staff regarding the enforcement of the policy.

REVIEWING

The Governing Body is responsible for reviewing its policies and the Principal is responsible for reporting on the implementation of the policy.

1. Has the policy been successfully implemented?
2. Has the policy had the intended impact in the Academy and on the young people?
3. Are the current objectives to remain the same and do they support other policies and development priorities?

NOMINATED MEMBER OF STAFF: Principal

MONITORING, EVALUATION AND REVIEW

This policy will be reviewed when there are changes in the law or at least every two years, to assess implementation and effectiveness. This policy will be promoted and implemented throughout the Academy.

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APPENDIX 1

Operating statement

Governing bodies are responsible for deciding whether a school should have a uniform policy, and if so, what it should consist of. Academy staff are to ensure students comply with the uniform policy agreed by the governing body.

In deciding the format of uniform, the governing body will give high priority to cost considerations. No uniform will be so expensive as to leave students or their families feeling socially excluded.

The uniform includes items that are readily available off the peg from a number of retail outlets. This enables parents to shop around for the most cost effective options, whilst ensuring their child adheres to their uniform code.

The Governing body considers the impact of its policy on parents and students. Governing bodies will consult parents for their views and concerns before deciding on the introduction of a new uniform policy/dress code, or amending an existing one. Governors are receptive to parents' complaints, and handle them respectfully, considering fully the issues they raise. Governors aim to work with parents to arrive at a mutually acceptable outcome.

Physical education

Uniform often includes clothing required for physical education. Chiltern Hills Academy adopts a sensitive, flexible approach to this issue. We believe that participation and enjoyment of sport is enhanced where pupils feel comfortable about their PE uniform. This is particularly true for girls. The Academy has chosen a PE uniform, which is practical, comfortable and appropriate to the activity involved. Sex and race discrimination issues have been considered.

Non-compliance with the uniform policy

Staff can discipline students for breach of uniform policy. However, exclusion is not considered to be a sanction of the Academy uniform policy, except where it is part of a pattern of defiant behaviour generally.

The Academy is considerate and discreet and aims to establish why a student is not adhering to their uniform policy. If it is because parents are in financial difficulties, we are sensitive to the needs of the student and will give their parents time to purchase the required items and/or help in other ways.

We do not intend to make students feel uncomfortable, nor discriminated against, because their parents are unable to provide them with the required items of Academy uniform.

Equality Issues

Governors have regard to their responsibilities under the Sex Discrimination Act 1975, the Human Rights Act 1998, the Race Relations Act 1976 and the Equality Act 2010 and Schools (May 2014).

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Cultural, race and religious requirements

Whilst students must adhere to the Academy's uniform policy, the Academy is sensitive to the needs of different cultures, races and religions. We accommodate these needs within a general uniform policy. A student will not be disciplined for non-compliance with the Academy uniform policy, which results from them having to adhere to a particular cultural, racial or religious dress code.

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APPENDIX 2 ACADEMY UNIFORM AND PE KIT

Our Academy uniform and PE kit are supplied by Fastbreak Sports, 29 High Street, Chesham, HP5 1BW, Tel: 01494 786677.

The compulsory uniform standard for all students up to the end of Year 11 from September 2019 is:

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<ul style="list-style-type: none">▪ Black pleated skirt (minimum length – 5cm above the knee) or black formal trousers (no skinny trousers)▪ Plain white formal collared shirt (not an open neck blouse)▪ Academy tie (tied to an A4 page minimum length)▪ Dark or white socks/neutral coloured tights/black tights (with no pattern)▪ Plain black formal shoes (no high heels, boots or trainers/plimsolls)▪ Academy blazer▪ Optional - Academy grey 'V' neck jumper (with silver threading) to be worn under the blazer. However, only the specified grey jumper will be accepted▪ Hijabs (if chosen) are to be of plain black material	<ul style="list-style-type: none">▪ Black formal trousers (no skinny trousers)▪ Plain white formal collared shirt▪ Academy tie (tied to an A4 page minimum length)▪ Dark coloured socks▪ Plain black formal shoes (no boots or trainers/plimsolls)▪ Academy blazer▪ Optional - Academy grey 'V' neck jumper (with silver threading) to be worn under the blazer. However, only the specified grey jumper will be accepted▪ Any hair covering for religious reasons must be of plain black material

PE KIT
<ul style="list-style-type: none">▪ PE polo shirt – Academy design.▪ Sweatshirt - black▪ Shorts – plain black shorts▪ Netball skort▪ Black tracksuit bottoms – optional for use in winter months at the discretion of the PE Dept.▪ Socks – plain black football socks▪ Trainers▪ Football boots when applicable

- Students are expected to wear their uniform with pride
- Clothing not permitted under any circumstances includes: jeans, hoodies, bandanas, sleeveless shirts/tops, clothing with chains and attachments, clothing and bags with offensive statements, clothing which covers the face, any other facial piercings, impractical or dangerous footwear.

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- The only jewellery permitted is a wrist watch and one small, plain (gold or silver coloured) stud or sleeper in each ear. No other facial studs are permitted, nor are “spacers”/“stretchers” in the ear.
- Nail Varnish must be clear/natural. Students will be expected to remove nail varnish which does not comply, which includes French manicure/polish. False nails are not permitted.
- No extreme hairstyles or hair-colouring are permitted. This includes “tramlines”. Subtle, natural coloured variations to hair may be acceptable but parents should seek the advice of their child’s Academic Year Leader before considering this
- Hairbands and bows if worn must be discrete and plain black in colour
- Coats - students will need a sensible and warm waterproof coat at certain times of year. Lightweight tracksuit type jackets, “hoodies” and denim jackets are NOT permitted.

Students must ensure that they have a bag that can be used to carry school books and equipment. Consideration should be given to the size and shape of this bag; a small rucksack type design is ideal. Where protective clothing is required (i.e aprons in design) this will be provided and must be worn.

Sixth Form Uniform

Sixth Form students are not required to wear a specific uniform but a high standard of neatness and grooming is expected. Sixth form students are in a work situation, a role model for younger students and represent the Academy and therefore are expected to wear smart clothes suitable for an office workplace – ties, business suits or jackets and trousers or skirts are expected.

- Suits, jackets, trousers and skirts should be of a conventional design and material; jeans of any colour, combat trousers, leisure wear or jogging bottoms are not acceptable.
- Shirts should be plain; collars and ties are expected. Sweatshirts, leisure shirts, vests and hoodies (with or without zips) are not allowed. Bra straps should not be visible.
- Shoes should be clean and in good condition; leisure shoes or trainers are not acceptable.
- Sports clothing is not acceptable as daily wear.
- Hats should not be worn around the Academy or in classrooms.
- Slogans, logos and pictures on clothing are not considered suitable.
- For physical education, students should have appropriate kit and sport shoes.
- As in Years 7 to 11, students are allowed to wear earrings. Other visible body piercings, such as nose studs or lip rings, are not acceptable under any circumstances. Students who ignore this ruling and go ahead with new piercings during term time will work in isolation until they are able to remove the aforementioned piercing.

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APPENDIX 3

STAFF DRESS CODE

- Smart professional work wear (no jeans or leggings) which sets a good example to the students
- Suitable footwear (no beach type flip flops, trainers or boots worn outside of trousers) which portray a professional image; trainers are permitted for PE staff and other staff (e.g. dance, drama) when involved in practical activities.
- Ties for men are preferred
- Facial piercings and jewellery are permitted for staff but such jewellery should be discreet and not excessive
- Garments which cover the face are not permitted

The accepted items of clothing agreed by the Governing Body must be worn whilst at work. Employees have a responsibility to ensure their clothes are clean. Staff are reminded that some clothing and clothing accessories may pose a risk to their personal safety and that of others.

All staff must wear identification at all times during work hours and should produce this on request. Clothing obscuring an individual's face is not allowed on the site, except when required for health and safety or work-related reasons.

Religious and Other Considerations

The Employment Equality (religion or belief) Regulations, which came into force in December 2003, mean that it is unlawful to discriminate against individuals because of their religion, religious belief or similar philosophical belief. The Chiltern Hills Academy values the diversity of its staff and students and aims to create an environment where the cultural, religious and non-religious or similar philosophical beliefs of all are respected.

The Academy welcomes the variety of appearance brought by individual styles and choices. The wearing of items arising from particular cultural/religious norms (including, for example, saris, turbans, skullcaps, hijabs, kippahs and clerical collars) is seen as part of this welcome diversity.

If the Academy's Dress Policy produces a conflict with an individual's religious belief, the individual's line manager or the student's tutor will, with the aim of finding a satisfactory compromise, sympathetically consider the issue consistent with the objectives of this policy. Such consideration may include ensuring that a version of a uniform includes headwear where the wearing of turbans should not be prohibited unless there is an over-riding health and safety need. There will be circumstances, such as in science laboratories or on student placement visits, where it may be necessary to impose particular dress codes.

The health, safety and security of members of the Academy community must be the Academy's prime consideration at all times. Where the health and safety or security of the person wearing the dress (or that of others) is compromised, it may be necessary to request that the person does not wear that dress or a particular aspect of it. This will be handled with sensitivity and the reasons for the request given.

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General Guidance

Staff are expected to have a neat, clean, smart and professional appearance at all times. If staff are unsure about the appropriateness of their dress, they should speak with their line manager.

Wearing clothing which is considered inappropriate, offensive or obscene, or which endangers the health and safety of the staff member or others are prohibited whilst at work. The Academy recognises that clothing that may be interpreted as appropriate to some groups or staff may not be considered appropriate to others. Footwear should be clean, smart and professional in appearance (no trainers).

Health and safety/risk assessment

Health and safety requirements may mean that for certain tasks specific items of clothing such as overalls, face masks, protective clothing etc must be worn (provided by the Academy).

The health and safety and welfare of the staff member, students and the public should not be compromised by the manner of dress of a staff member. Staff are expected to undertake a personal risk assessment with regard to the clothes they wear and how their hair is worn, depending on their work environment.

Certain items of jewellery (e.g. large hoop earrings) could:

- Be clutched in an emergency situation
- Get caught in equipment (long necklaces)
- Attract unwanted attention. Employees who wish to wear such items of jewellery are reminded that they do so at their own risk.

Exceptions to/Breaches of the Dress Code

Adherence to the dress code is every staff member's responsibility. If staff feel unhappy with their manager's interpretation of this policy, they should try and resolve any issues informally with their line manager. If this fails, they may take recourse to the Academy's Grievance Procedure.

Monitoring adherence to the dress code is the responsibility of all staff that have a management or leadership role. If a breach in the dress code has resulted in the injury of a student, parent or member of staff, an incident form should be completed. Breaches of the code may result in disciplinary action. If a member of staff reports for work inappropriately dressed, they may be required to return home to correct their dress.

Clothing and accessories which compromise personal safety

- Footwear – staff must be able to respond to potential injuries or any emergency situation without placing themselves at risk. Open-toed and open backed footwear are acceptable, however individual staff have the responsibility at all times to ensure that they are able to react quickly in an emergency situation. Completely open-toed footwear such as flip-flops and sandals are not acceptable.
- High heeled or open-toed shoes during manual handling manoeuvres
- Clothes which restrict movement during manual handling manoeuvres
- Clothes which can easily snag on equipment during manual handling manoeuvres e.g. cardigans, loose pockets

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- Neck ties, necklaces, scarves or metal chains if a dangerous situation occurs or is likely.

Clothing, accessories and personal appearance which may be considered inappropriate or unprofessional

- Miniskirts
- Lycra cycling sorts or leggings
- Transparent or “see-through” blouses, dresses or shirts
- Very tight clothing
- Any adornment such as chains or spikes that reasonably could be perceived as or used as a weapon
- Any symbols, styles or attire frequently associated with intimidation, violence or violent groups
- Tracksuits or combat trousers
- All denim clothing
- Sweatshirts and similar casual tops
- Clothing with tears, holes and rips
- Low-cut T-shirts or blouses
- Crop-tops
- Political, trade union badges or emblems
- Items of clothing bearing large logos or graphics, including texts, which could cause offence
- Attire with messages or illustrations that are indecent, vulgar or that advertise any product or service not permitted by law to minors
- Large exposed tattoos
- Piercings that could be considered unsightly or threatening to Academy community, or which are health and safety risk