



**The John Roan School**

The best in everyone™

Part of United Learning

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# Uniform Policy

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Dated: September 2023  
Approved by Governing Body: September 2023  
For Review: September 2024

## Contents

1. Introduction & purpose
2. Equalities
3. Legislation & regulation (cost & equality)
4. Responsibilities
5. Monitoring & compliance
6. Learning Equipment
7. Uniform requirements
8. Sixth Form Dress Code
9. Banned Items
10. Related documents
11. Complaints procedure

### 1. Introduction and Purpose

At the John Roan School, we believe that the school uniform plays an extremely important role in supporting our ethos of bringing out the best in everyone by ensuring that every student takes pride in their appearance and is proud to wear our uniform. The John Roan School uniform reflects our school PRIDE and equality values, whilst celebrating the historic traditions of the school. The John Roan uniform includes the green blazer which has been worn for over a hundred years and the John Roan family crest which has been part of our uniform since 1677.

The purpose of this policy is to ensure that every student, parent and staff member clearly understands what items of uniform are compulsory for every student, and how we ensure that this policy is applied consistently. We know that our diverse community appreciate our traditional approach to school uniform and parents and visitors have always said how their children feel proud to wear our uniform and how it raises their self-esteem.

This policy is published on the school's website which is available in hard copy on request from the Principal's PA or school office.

### 2. Equalities

All children have equal access to wearing school uniform regardless of their culture, race, religion, gender, disability or ability. We ensure that the set uniform respects other policies such as Equalities and allows for individual sets of circumstances of all groups and individuals. The John Roan School is committed to creating a positive climate that will enable everyone to work free from racial intimidation and harassment and to achieve their full potential.

Although our Uniform Policy does not explicitly detail gender neutral and non-binary uniform options, there is flexibility for those affected, and we will discuss your child's needs on a case by case basis, please do contact the school to discuss this further.

Our school's legal duties under the Equalities Act 2010: The Equality Act 2010 prohibits discrimination against an individual based on the protected characteristics, which include sex, race, religion or belief, and gender reassignment.

To avoid discrimination, our school will:

- Avoid listing uniform items based on sex, to give all children the opportunity to wear the uniform they feel most comfortable in or that most reflects their self-identified gender

- Make sure that our uniform costs the same for all children
- Allow all children to have long hair (though we reserve the right to ask for this to be tied back and free from unnatural colours) and to style their hair in the way that is appropriate for school yet makes them feel most comfortable
- Allow children to wear headscarves and other religious or cultural symbols
- Allow for adaptations to our policy on the grounds of equality by asking children or their parents to get in touch with the Principal, Cath Smith, who can answer questions about the policy and respond to any requests

### 3. Legislation & regulation

This policy has been prepared to meet the school's responsibilities to comply with the Human Rights Act 1998 and Equality Act 2010 and take into account key considerations such as safeguarding requirements and the health and safety of their pupils.

This Policy has regard to the following guidance and advice:

- Special educational needs and disability code of practice: 0 to 25 years (DfE, January 2015)
- Technical guidance for schools in England (Equality and Human Rights Commission, July 2014)
- School admissions code: Statutory guidance for admission authorities, governing bodies, local authorities, schools' adjudicators and admission appeals panels (DfE, December 2014)
- Exclusion from maintained schools, academies and pupil referral units in England: Statutory guidance for those with legal responsibilities in relation to exclusion (DfE, September 2017)
- School uniform: Guidance for governing bodies, school leaders, school staff and local authorities (DfE, September 2013).
- Guidance School uniforms (Updated 19 November 2021)
- Statutory guidance
- Cost of school uniforms (Published 19 November 2021)

### Cost

Our school does have a duty to make sure that the uniform we require is affordable, in line with statutory guidance from the Department for Education on the cost of school uniform.

We understand that items with distinctive characteristics (such as branded items, or items that require a school logo or a unique fabric/colour/design) cannot be purchased from a wide range of retailers and that requiring many such items limits parents' ability to 'shop around' for a low price.

We will make sure our uniform:

1. Is available at a reasonable cost
2. Provides the best value for money for Parents and Carers
3. Is available from no less than two suppliers

We will do this by:

- Carefully considering whether any items with distinctive characteristics are necessary
- Limiting any items with distinctive characteristics as 'optional' so parents can find cheaper alternatives if required
- Considering cheaper alternatives to school-branded items, such as bags and coats
- Avoiding specific requirements for items children could wear on non-school days, such as coats, bags, and shoes

- Keeping the number of optional branded items to a minimum, so that the school's uniform can act as a social leveller
- Minimising different uniform requirements for different year/class/house groups
- Considering alternative methods for signalling differences in groups for interschool competitions, such as creating posters or labels
- Making sure that arrangements are in place for parents to acquire second-hand uniform items
- Avoiding frequent changes to uniform specifications and minimising the financial impact on Parents and Carers of any changes
- Consulting with Parents, Carers and Children on any proposed significant changes to the uniform policy and carefully considering any complaints about the policy
- Offering parents a hardship grant - Parents/carers may apply to the school for support by completing the Hardship Application Form which can be found on the Parents' page of the website <https://www.thejohnroanschool.org.uk/parents>

#### **4. Responsibilities**

##### **Role of the Class Teachers and Support Staff**

To ensure that students are in correct uniform and challenge any infringements. Teachers should check and correct uniform as part of the line-up routine or upon entry to the classroom. Teachers will sanction a student using the first impression card where uniform can be corrected by the student. Where uniform cannot be corrected, students are expected to use school supplies to meet the required expectations. Uniform sanctions generally result in a one-hour detention.

Teachers will raise persistent concerns with the HOY.

##### **Role of the HOY and Senior Leadership Team:**

To ensure that students comply with the uniform policy agreed by the governing body. The HOY must monitor all uniform incidents, using appropriate intervention for persistent uniform offences. Referrals and sign posting to the school hardship fund and second hand uniform sales.

The school will follow the DfE guidelines and not consider exclusion from the school where a student fails to comply with the school's rules on uniform.

##### **Role of the Parents/Guardians**

To ensure that their child / children adhere to the school's uniform policy.

Ensure that they come to school in uniform everyday unless there are special circumstances such as non-uniform day. Where a student has a medical reason which may prevent them from wearing their uniform, parents are expected to contact the HOY and provide appropriate medical evidence. Any specific SEND or sensory needs affecting a student wearing the correct uniform should be discussed with the HOY/SEND/CO.

#### **5. Monitoring & compliance**

Class teachers, HOY, SLT and pastoral staff will be responsible for the correct monitoring of students wearing uniform. Students are sanctioned using a first impression card, a detention or an SBR. See behaviour policy.

## First Impression Card

Where Students are not following expected uniform and behaviour expectations, staff will sign a Student's First Impression Card. This may include: a shirt being untucked, the top button not being fastened, or a skirt being rolled up etc. This will result in a one-hour next day detention, set by the Student's Form Tutor. Throughout the school day, Teachers and school staff will provide regular reminders regarding the uniform expectations, explicitly teaching our Students the expectations. Where Students receive 3 uniform infringements, they will complete a detention and must request a new First Impression Card. If Students lose their First Impression Card they will receive a one-hour next day detention. Where Students repeatedly fail their first impression card, they will complete a one-day School Based Reflection.

## Uniform detention

Further details on the sanctions regarding Uniform can be seen in the behaviour policy. All students are checked upon arrival to the main entrance. All children are reminded to adhere to the school uniform rules. Where students attend school with incorrect uniform, (that cannot be adjusted, such as wearing trainers) students are assigned a one-hour detention. Parents will be informed 24 hours prior to the detention.

## 6. Learning Equipment

The school expectation is that all Students bring appropriate learning equipment to school to facilitate their progress in every lesson. Where Students have all set pieces of equipment displayed on their desk, this enables our teachers to efficiently transition through each learning activity, maximising the learning experience, with a clear focus on the message that "every second of learning counts". Where all Students have the correct learning equipment, the learning environment can be completely disruption free.

The John Roan School Equipment Essentials are:

- Pencil case
- Pens – Black x2
- Pens – Green x 2
- Pencils – x2
- Pencil sharpener
- Erasers
- A ruler
- A protractor
- Reading book
- A scientific calculator
- A whiteboard, pen & board wipe (initially provided by the school)
- Reading ruler (provided by the school)
- School bag of appropriate size to carry essential equipment and Student books
- PE kit when required

## 7. Uniform requirements

Full school uniform must be worn at all times and should be kept neat and tidy. All items should be marked with the owner's name, as this will support us in returning mislaid items correctly. Students are expected to wear full school uniform on the way to and from school.

Students who arrive at school without the correct uniform may either be asked to return home (with parental consent) to correct their uniform, or they will undertake work in the DFL (Disruption Free Learning Room) until the uniform issue is rectified. Where possible, students will be provided with correct uniform to enable them to attend lessons.

If you are in any doubt about details within this guidance, please contact the school directly to prevent any unnecessary expense. Please do not rely on reassurances from students or shops, because these can be incorrect.

Uniform is available to buy from the following suppliers -

**Khalsa Schoolwear – Dagenham Store**

Unit 1 Cromwell Centre

Selinas Lane

Dagenham RM8 1QH

Telephone: 020 7729 3286

Website: <https://khalsaschoolwear.co.uk/school/john-roan-school/>

**JK Clothing**

148 Well Hall Road

Eltham

London

SE9 6SN

Telephone: 0208 859 4004

Website: <http://www.jkclothing.net/>

## Uniform Expectations

	Description	Further information	Supplier
School Blazer	Green with The John Roan School logo	To be kept smart and clean To be worn at all times during the day, as well as to and from the school, unless directed otherwise by staff. Only original buttons to be used to fasten – no safety pins etc. Sleeves to be worn at full length, not rolled-up. Only school-issued badges to adorn the blazer.	<a href="http://www.jkclothing.net/">http://www.jkclothing.net/</a> <a href="https://khalsaschoolwear.co.uk/school/john-roan-school/">https://khalsaschoolwear.co.uk/school/john-roan-school/</a>
Trousers	Black, formal, tailored style, full length	No jean-like, corduroy, high-fashion, overly tight trousers, leggings, jeggings, skinny trousers, short ankle or shorts. Trousers should be worn with a secure fit around the waist. Belts should be black, plain and functional, with no oversized buckles or trimmings.	Any retailer
Skirt (optional)	The John Roan School Black school skirt with logo	Skirts must not be shortened by rolling up at the waist and must be worn at an appropriate length, just above the knee.	<a href="http://www.jkclothing.net/">http://www.jkclothing.net/</a> <a href="https://khalsaschoolwear.co.uk/school/john-roan-school/">https://khalsaschoolwear.co.uk/school/john-roan-school/</a>
Shirt	Plain white, traditional school shirt	The shirt should be tucked in, buttoned at the neck and, if longed sleeved, sleeves must be worn at full length. No other clothing to be visible under the shirt. No designer shirts. A shirt must be worn accompanied by the School tie.	Any retailer
Tie	The John Roan School tie	Must be kept in good condition with colour visible in the stripes and worn with a closed knot covering the shirt collar button at the neck. Tie should be of appropriate length with two full stripes and the crest showing.	<a href="http://www.jkclothing.net/">http://www.jkclothing.net/</a> <a href="https://khalsaschoolwear.co.uk/school/john-roan-school/">https://khalsaschoolwear.co.uk/school/john-roan-school/</a>
Jumper (Optional)	Black, V-neck, long sleeved.	To be kept smart and clean appearance A plain black, V-necked, long sleeved, no logo jumper. Students must not tie the jumper at the back. Students must not wear the school PE jumper or any other top under their blazer.	Any retailer
Socks	Black	Must be plain, no pattern designs and worn below the knee. No pop socks. Not to be worn with tights.	Any retailer
Tights	Black	No footless, patterned or fishnet tights, leggings or legwarmers. Not to be worn with socks.	Any retailer
Shoes	Polished black, traditional style, black stitching,	A plain design, no trimmings, logos, decorative buckles, coloured laces or stitching, labels, or other decorations. No shoe/trainer hybrid footwear, trainers, fabric shoes, or boots of any kind.	Any retailer

	black sole and heel		
Coat/Jacket (Optional)	Plain outdoor jacket or coat. Preferably plain black or navy.	Plain Coat/Jacket no large logo or pattern. Whenever possible it should be plain black or navy blue. No hoodies or combination of fabric/knitted tops, cardigans, jumpers, sweatshirts, tracksuit tops, waistcoats, sleeveless tops, body warmers, denim jackets etc.	Any retailer
Scarf (Optional)	Plain black or Navy blue	Plain black or dark blue, no logo. No pashminas. If worn for religious reasons, head scarf should be plain black/dark green for the summer season and correctly worn. Only scarves worn for religious reasons are permitted inside the school building.	Any retailer
Bag	A plain rucksack, large enough to carry schoolbooks and equipment.	Bags must be suitable for carrying school books and PE kit. Plastic carrier bags, handbags, purse bags, shoulder pouches and other inappropriate fashion bags will not be permitted.	Any retailer
PE Top	School logo PE top Green for KS3 and Black for KS4	PE top with The John Roan School crest*.	<a href="http://www.jkclothing.net/">http://www.jkclothing.net/</a> <a href="https://khalsaschoolwear.co.uk/school/john-roan-school/">https://khalsaschoolwear.co.uk/school/john-roan-school/</a>
PE Outer Top (Optional)	School logo black	PE outer top with The John Roan School crest*.	<a href="http://www.jkclothing.net/">http://www.jkclothing.net/</a> <a href="https://khalsaschoolwear.co.uk/school/john-roan-school/">https://khalsaschoolwear.co.uk/school/john-roan-school/</a>
PE Shorts	Black	Plain black Shorts – These should be thigh length lycra shorts or football style. No stripes or coloured panels. No hot pants/small shorts.	Any retailer
PE Socks	White	White Sports Socks.	Any retailer
Tracksuit bottoms	Black	Black tracksuit bottoms - No stripes or coloured panels. Fashion leggings are not permitted to be worn in PE.	Any retailer
PE Trainers	Any	Sports trainers. Trainers must have non-marking soles. Plimsolls, canvas and high tops shoes must not be worn. Laces should be of the same colour as the trainers.	Any retailer
Football boots	Football boots	Football boots with studs are the only acceptable footwear on the all-weather pitch (Trainers and blades are NOT permitted).	Any retailer



**PE kit for Years 7, 8 & 9**



**PE kit for Years 10 & 11**



**\*All items of uniform should be clearly marked with the student's name\*\***

**FURTHER INFORMATION**

<p>Hair/Appearance</p>	<p>Individual fashion statements such as extreme hairstyles or non- natural colours are not permitted. This includes non-natural hair colour included into braids.                  Only black or dark blue hair accessories are allowed.                  No decorative attachments, coloured weaves or extensions are to be worn in the hair.                  Shaved lines in the hair or eyebrows are not permitted.                  Extreme shaved sides are not permitted. No scalp should be visible.                  No excessive makeup, e.g. lip gloss, lip stick, eyeliner and eye shadow, nail varnish, nail decorations, French tips or extensions are not permitted.                  Tinted or cosmetic contact lenses and decorative dental wear are not permitted.                  No false eyelashes.                  No hoods, hats, caps, durag or bandannas to be worn anywhere on the school grounds.                  Fashion spectacles are not permitted.                  Face coverings may only be worn where there is a medical condition/consent from the HOY</p>
<p>Jewellery/Valuables</p>	<p>No jewellery except for one wrist watch and a maximum of one pair of small plain, gold or silver ball (no stones) stud earrings.                  One small, plain gold/silver nose stud.                  Facial and body piercings or visible tattoos are not permitted.                  Prohibited earrings or nose studs cannot be covered with a plaster.                  Piercings should be done over the 6 weeks holiday to avoid uniform infringement issues as often stone earrings are used for piercings.                  No accessories are to be worn around the neck, wrists, and ankles or attached to clothing.                  Money should be kept in a purse or wallet securely on their person. Large amounts of money and expensive personal effects should not be brought on site.                  The school will not accept liability for any claim arising from theft, accidental loss or damage to personal effects, money, belongings or clothing whilst on the premises.                  Computer tablets/games etc. must not be brought on site.                  We operate a 'not seen, not heard' policy towards mobile phones.</p>

	Confiscated items are to be collected at the end of the school day. Where there are repeated offences, collection periods will be extended at the discretion of the school.
Jumpers	No pullovers, sweatshirts, hoodies or waistcoats permitted other than the school items described above.

**Examples of acceptable shoes:**



**Examples of unacceptable shoes:**



**PE Kit Policy:**

- Sanctions will be imposed by the PE departments for students who fail to bring kit to school. This is usually a one-hour detention.
- Students who are unable to participate in PE for medical reasons must bring a note but they are still required to bring their kit and change as they can assist with other elements of the lesson.
- No jewellery may be worn during PE.
- Students will always be asked to take earrings out for PE and still participate.
- Students are also expected to wear their hair tied back in order to follow health and safety regulations for the subject.

- We are mindful that students may need to bring belongings into school of which they do not wish to leave in the changing rooms. Therefore, we have provided safes in each changing room that are locked every lesson. It is a student’s responsibility to use the safes appropriately.

## 8. Sixth Form Dress Code

Details regarding the Sixth Form dress code are as follows:

- Formal dress (e.g. suits, ties etc) is encouraged
- Lanyards must be worn at all times
- Trousers must be smart and tailored but not tight
- Blouse, shirt or smart top (for boys this must have a collar)
- Skirts and dresses must present at or below knee length
- Dark-coloured smart shoes in (real or mock) leather, patent leather or suede
- Hair must be a natural colour
- Smart crew, v or turtleneck jumpers are permitted
- Students must wear a formal jacket (such as a suit jacket or blazer) for use when moving through the building and in assemblies. This may be removed in lessons.

Jewellery, make up and facial hair

- Any earrings worn should be a small and light in size
- One discreet necklace or chain
- Rings are permitted but jewellery should not be excessive
- Make up should be discreet
- Nail varnish is permitted but nails should not be more than two colours
- Facial hair is permitted but it must be well-maintained and remain tidy
- Acrylic or false nails must not be longer than 2cm from the cuticle base
- Any synthetic eyelashes must be natural in appearance

**The following items are not permitted within the dress code of The John Roan Sixth Form**

Clothing	Footwear	Accessories
<ul style="list-style-type: none"> <li>▪ Sheer / mesh tops</li> <li>▪ Crop tops</li> <li>▪ Shorts</li> <li>▪ Hoodies</li> <li>▪ Tracksuit tops / bottoms</li> <li>▪ Sportswear / trousers with elasticated ankles</li> <li>▪ Vests</li> <li>▪ Low cut tops / off-the-shoulder tops / camisole tops with spaghetti straps</li> <li>▪ T-shirts</li> <li>▪ Tight or revealing outfits</li> <li>▪ Fleece jumpers</li> <li>▪ Jeans / Jeggings</li> <li>▪ Fishnet tights or laddered tights</li> </ul>	<ul style="list-style-type: none"> <li>▪ Trainers</li> <li>▪ Sliders</li> <li>▪ Mules</li> <li>▪ Ugg boots</li> <li>▪ Canvas footwear</li> </ul>	<ul style="list-style-type: none"> <li>▪ Durags</li> <li>▪ Hats</li> <li>▪ Scarves</li> <li>▪ Large hoop earrings / large chains / heavy costume jewellery</li> </ul>

<ul style="list-style-type: none"> <li>▪ Any clothing with holes in it</li> <li>▪ Any clothing featuring a logo</li> </ul>		
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Acceptable standards of dress remain at the discretion of the Sixth Form team and students who do not meet the dress code requirements can expect to be sent home to change. If you require clarification regarding a particular item of clothing before you purchase it, please feel free to email [sixthforminfo@thejohnroanschool.org.uk](mailto:sixthforminfo@thejohnroanschool.org.uk) and a member of the team will get back to you.

**9. Banned Items**

All our students must be safe and have high standards of dress at all times. For these reasons, the following items are not permitted and should not be worn or bought to the academy. All staff will confiscate such items consistently.

- Students are permitted 1 stud in each ear lobe and one nose stud. Other items of jewellery exceeding this are not permitted in school.
- Hoodies/Sports tops
- No boots can be worn in school that go above the ankle.
- Denim jackets
- Any type of hat or cap
- Bandanas, durags, balaclavas, headbands, face coverings
- Metal combs
- Nail varnish and or nail extensions
- Fake eyes lashes
- Chewing gum
- Energy drinks
- Drinks in glass bottles
- Laser pens
- Shades/fashion glasses (glasses)

**10. Related Documents:**

- Equal Opportunities Policy
- Behaviour and Anti-bullying Policy
- Parental Concerns and Complaints Policy
- Equalities and Diversity Policy
- SEND policy

**11. Complaints Procedure**

Any parents/carers who wish to make a complaint regarding the uniform can do so by following our complaints policy on the website. The Governing body may get involved in particular cases if a satisfactory outcome is still not reached with the intervention of the Principal.