



**PRESTON MUSLIM GIRLS**  
— HIGH SCHOOL —

Education with Patience Modesty Gratitude Humility Sincerity

# **SCHOOL UNIFORM POLICY**



**Approved by:** Headteacher/Governing Board **Date:** 17 December 2024

**Last reviewed on:** November 2024

**Next review due by:** November 2025

## Statement of Intent

Preston Muslim Girls High School believes that a consistent school uniform policy is vital to promote the ethos of the school and provide a sense of belonging and identity for all pupils, regardless of their protected characteristics or socio-economic circumstances and setting an appropriate tone for education.

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 and is affordable and the best value for money for 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 such a way that sets an appropriate tone for education.

High standards of presentation are required at all times when wearing the school uniform. Whenever the school uniform is worn, it must be complete and not mixed with the non-uniform clothing.

## Legal Framework

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

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

This policy operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Behaviour Policy
- Pupil Equality, Diversity and Inclusion Policy

## **Roles and responsibilities**

The governing board 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 and inclusive and does not disadvantage any pupil by virtue of their protected characteristics or socio-economic status.
- Listening to the opinions and wishes of parents, pupils and the wider school community regarding changes to the school's uniform.
- Ensuring that the school's uniform is accessible and affordable.
- Demonstrating how best value for money has been achieved in the uniform policy.
- Ensuring compliance with the DfE's Cost of school uniforms guidance.
- Processing and approving all eligible School Uniform Assistance Application Forms.

The headteacher is responsible for:

- Enforcing the school's uniform 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 governing board.
- Providing pupils with an exemption letter as appropriate, e.g., for a pupil who has a broken arm and requires a loose-fitting top.

Staff members 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 a more relaxed uniform policy for a period of time, including 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.

## **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, taking into account 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 seek to ensure that second-hand uniforms are available for parents to acquire.



## 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.

- The school will evaluate the cost of its uniform based on the overall collection of uniform items that parents 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 will need to purchase multiples of certain items, e.g. shirts and socks, 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.
- 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 where possible. The school will not enter into exclusive single-supplier contracts or cash-back arrangements.

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

## 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 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 of pupils, who have SEND and/or sensory needs.

Parents' concerns and requests regarding school uniform and amendments to it are handled on a case-by-case basis by the headteacher and governing board, 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.

## SEND and medical conditions

To avoid disproportionately impacting pupils with SEND or medical conditions, the school will ensure its uniform policy takes into account 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.

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 policy. The school aims to deal with pupil noncompliance in a proportionate and fair way.

### **Complaints and challenges**

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

To make a complaint, parents should refer to the Complaints Procedures Policy and follow the stipulations outlined.

When a complaint is received, the school works with parents to arrive at a mutually acceptable outcome.

Governors are willing to consider reasonable requests for flexibility to allow a pupil to accommodate particular social and cultural circumstances.

### **School uniform supplier**

Our current school uniform supplier is:

- Monkhouse
- Fishergate shopping centre, 49 Fishergate, Preston PR1 2NJ
- 01772 259586

Our school uniform supplier accepts school uniform assistance vouchers.

The governing board will ensure that a written contract is in place with the supplier for branded items.

The headteacher will work to ensure that the items are procured as cheaply as possible without compromising on the quality, e.g. by requesting standard-style items from the supplier rather than more intricate and unique designs.

The school does not sign contracts with suppliers before requesting visualisations of proposed uniform, as well as fabric samples.

### **Finding and consulting suppliers**

If the school is considering changing its suppliers and seeks a list of available suppliers, it will consider the following options:

- Consulting an industry body
- Researching local suppliers
- Consulting with other schools and networks
- Having informal discussions with potential suppliers to help determine the school's own needs

If the school prepares to request bids from potential suppliers, it will consider the following elements:

- What products parents will need
- Existing contractual commitments



- Length of tender process
- The school's evaluation process

## **Template documents**

Schools will use the DfE's 'Procuring uniform supplies' template documents to ensure that they undergo the procurement process correctly. The templates consist of an invitation to tender, a request for quotation, and a pricing schedule.

Schools will use the invitation to tender template to ask questions of suppliers. Schools will then use the pricing schedule to ask suppliers to submit their prices. Full instructions on how to use the templates are included in each of the documents.

## **Uniform assistance**

The school supports vulnerable families in meeting the costs of uniforms. School uniform assistance is provided via a voucher that can be spent on school clothing. The budget for the school uniform assistance scheme comes from pupil premium funds.

To claim school uniform assistance, parents should be eligible for FSM. Eligibility is determined by checking original documents from the relevant authority, detailing receipt of the benefit and the address of the pupil.

Parents will be encouraged to forward any previously worn uniform items (that are in good condition) to the school. These will be available for parents who struggle to fund a brand-new uniform.

## **Lanyards**

All pupils are expected to wear their lanyards as part of the school uniform. In the case of the lanyard being lost or broken, pupils will be expected to purchase a replacement. Lanyards should be visible and worn over the headscarf. Pupils who fail to wear their lanyard will receive a sanction.

## **Personal appearance**

- Long nails, nail varnish and make-up are not permitted.
- A simple wristwatch is permitted. Smartwatches are not permitted.
- Jewellery is not permitted, this includes bracelets, rings, earrings and any type of nose stud. Nose piercings are not permitted. If you choose to allow your child to have a nose piercing, we strongly recommend this be done in the summer holidays to allow for healing. In the event that your daughter has had her nose pierced during the school term, she will be requested to wear a clear flat nose stud to allow for healing to take place. Your daughter will be given a grace period of 3 weeks after which this should be removed. Pupils who continue to wear a clear nose stud after this period will be requested to remove it and a sanction will be given.

## **Labelling and lost property**

Parents will be advised to ensure that all pupils' clothing and footwear is clearly labelled with their name and year group.

## **Banned items**

Mobile phones, MP3 players, tablet computers and electronic gaming equipment must not be brought into the school.



## **Non-compliance**

Staff will be permitted to discipline pupils for breaching this policy, where relevant to their role, in accordance with the school's Behaviour Policy.

## **Breaches of uniform code**

Uniforms will be checked on a daily basis to ensure they conform to the policy and that the pupils look smart and well presented. In the event that a pupil has the wrong uniform, the teacher or member of staff will challenge the pupil and instruct them to address the issue.

If the jewellery and uniform policy are not adhered to then sanctions will be placed in accordance with our Behaviour for Learning Policy.



## The school uniform Guidance Years 7 – 11

School Main Uniform	Purchase From
School black blazer with purple piping – badged with school logo	Approved retailer only
School plain white blouse	Choice of retailers
School plain black skirt – badged with school logo	Approved retailer only
School plain headscarf – badged with school logo	Approved retailer only
Plain black leggings	Choice of retailers
Socks	Choice of retailers – above ankle socks – ankle socks are not permitted.
Plain black formal shoes <i>(Plain black, flat sensible shoes. Ankle boots can be worn in adverse weather conditions. Pupils are not permitted to wear high heels, trainers, high boots, suede shoes or sandals). A plain design with no logos, decorative buckles, coloured laces or stitching, labels, tags, studs or other decorations..</i>	Choice of retailers
Plain bag	Choice of retailers
Plain outdoor black or Dark Blue coat with no logos on front or back	Choice of retailers
Scouts blouse	Approved retailer only/PMGHS
School Sportswear	Purchase From
School long sleeved polo shirt – badged with logo	Approved retailer only
School tracksuit bottoms – badged with logo	Approved retailer only
Trainers	Choice of retailers
School plain black skirt – badged with school logo	Approved retailer only

### School Uniform Images







Girls Blazer



Girls Hijaab



Skirt



Long Sleeve Blouse



PE Sports Top



PE Bottoms



Scouts blouse

