



# SCHOOL UNIFORM POLICY

2025-2028

HOLCOMBE GRAMMAR SCHOOL

Part of Thinking School's Academy Trust

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Mr Lee Preston, Headteacher

CHILD FIRST - ASPIRE - CHALLENGE - ACHIEVE

# Holcombe Grammar – School Uniform Policy

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# Introduction

At Holcombe Grammar School we pride ourselves on being smart, well presented and ready for learning. It is our school policy that all students wear school uniform when attending school, or when participating in school organised events such as educational visits or sporting competitions unless parents are informed otherwise. We ask students to wear a school blazer, school tie and have their shirts tucked in and to take a pride in their personal appearance.

Our uniform standards are high and our uniform is inclusive and smart. We expect parents to ensure students arrive at school in correct uniform. We uphold strict standards to ensure every student attends an equal and fair school environment, this supports us to ensure that appearance does not advantage or disadvantage any child based on fashion choices, socio-economic weather or body shape/size.

Some items of uniform can be bought from our uniform supplier, whilst others are easily available, at very competitive prices, at local retailers including supermarkets. A complete list of the items needed for school uniform including those for Physical Education, is contained within this policy.

## 1. Aims

Our uniform identifies us as a community and reinforces our culture of high expectations and academic achievement. All pupils are expected to dress in full school uniform as this is a very important part of our ethos and culture.

***"We believe that the wearing of a school uniform enables students to identify with their school, gives a sense of belonging, is practical, smart and reinforces a positive work ethos".***

### This policy aims to:

- Set out our approach to requiring a uniform that is of reasonable cost and offers the best value for money for parents and carers
- Explain how we will avoid discrimination in line with our legal duties under the Equality Act 2010
- Clarify our expectations for school uniform

## 2. Limiting the cost of school uniform

Our school has 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 have to have 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.

Therefore, we have carefully considered the expectations for uniform and have considered the following:

### We will make sure our uniform:

- Is available at a reasonable cost
- Provides the best value for money for parents/carers

### We will do this by:

- Carefully considering whether any items with distinctive characteristics are necessary
- Limiting any items with distinctive characteristics where possible
- Considering cheaper alternatives to school-branded items as long as this doesn't compromise quality and durability
- Avoiding specific requirements for items so pupils could also wear at the weekends and in the school holidays 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
- Avoiding different uniform requirements for different year groups (excluding 6<sup>th</sup> form)
- Avoiding different uniform requirements for extra-curricular activities
- 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 of any changes
- Consulting with parents and pupils on any proposed significant changes to the uniform policy such as change of colour or a significant increase in cost
- Regularly reviewing our agreements with our uniform suppliers to ensure best value for money

### 3. Expectations for school uniform

#### 3.1 Our school's uniform

All clothing should be clearly labelled with the child's name.

★ Items that are starred are **compulsory** and must be purchased from our uniform supplier.

○ These items are **compulsory** and can be purchased from our uniform supplier **or** from high street retailers such as supermarkets.

★ These items are optional extras that parents can choose to purchase, but they must follow the expectations set, such as colour and size, set out below.

To support parents and carers with choosing suitable items, we have provided links to our supplier's website for examples of what is acceptable attire as a guide.

Item	Description	★ / ○ / ★
Blazer	Grey HGS Blazer with badge.	★
Shirts	Plain white button-up shirt (no polo shirts) with a stiff collar. Short or long sleeves are permitted.	○
Tie	HGS Tie.	★
Trousers	Black or charcoal grey tailored trousers – straight or slim (no skinny cut).	○
Skirts	Students can choose to wear the school kilt-style skirt as an alternative to trousers. However, only the school-approved skirt is to be worn. Please note this should be no shorter than the top of the knee.	★
Jumper (optional)	Plain black V-neck jumper (no hoodies, no jumpers with logos).	★

<b>Socks</b>	Plain black socks.	
<b>Tights</b>	Tights may be worn but only black opaque.	
<b>Shoes</b>	Plain black, flat, formal shoes (no boots, no sandals, no trainers or canvas shoes allowed). Boots can be worn into school in adverse weather, but pupils <b>must</b> then change and wear shoes in school.	
<b>Coat</b>	When required, coats should be in a plain, dark colour (with only discrete logos).	
<b>Head coverings</b>	These may be worn as appropriate for religious reasons.	n/a
<b>Bags</b>	We accept that bags can be a personal choice, but we would recommend you opt for backpack style. Any bag must be big enough to hold A4 books and folders.	
<b>Hats, scarves, gloves</b>	These should be dark in colour and stored in their bag during the school day.	
<b>Watches/jewellery</b>	Students may wear a watch (not a smart watch with phone/recording facility etc). Watches will need to be removed for sport and exams as necessary and are brought to school at the owners own risk.  Students may wear up to 1 small round plain metal stud earring in each ear should they wish (not larger than 5mm in diameter). They should be removed for PE lessons or other practical activities as required. Alternatively clear plastic earring retainers can be worn throughout all activities during the day.	n/a
<b>Hair</b>	Hair must be kept tidy in the interests of safety (long hair tied back in some subjects). Headbands or ties should be discrete in style, and plain and dark in colour.	n/a
<b>Miscellaneous Equipment</b>	Please note the expectation for students to bring the following equipment daily to support their learning:  Black writing pens Blue writing pens Green writing pens Maths set to include set square, protractor and compass Scientific calculator Eraser and pencil sharpener Ruler (30 cm) Pencil case (large enough for all of the above) – please note separate requirements for examinations where this must be transparent.	

## PE Kit

Uniform suppliers may be able to add student initials to items of PE kit. This is not compulsory but we would encourage parents/carers to take advantage of this service if possible.

Item	Description	★ / ○ / *
<b>PE Top</b>	HGS PE top (short sleeved) with logo	★
<b>Shorts</b>	Plain black PE shorts with no (or very small) logo. Can be purchased from our supplier or sourced elsewhere.	○
<b>Skort</b>	This can be worn as an alternative to shorts but should be plain black. Can be purchased from our supplier or sourced elsewhere.	○
<b>Rugby Top</b>	Plain black long sleeved rugby top. Can be purchased from our supplier or sourced elsewhere.	○
<b>Tracksuit (optional)</b>	The wearing of a tracksuit is optional but any tracksuit should only be plain black. Can be purchased from our supplier or sourced elsewhere.	*
<b>Leggings</b>	These can be worn but only under shorts or skort and should be plain black, full length with no logos. Can be purchased from our supplier or sourced elsewhere.	*
<b>Footwear</b>	Trainers for indoors (non-marking sole). White sports socks for indoor sports. Long black socks for outdoor sports. Shin pads compulsory for contact sports. Football/rugby boots (check stud requirement for 3G/grass field).	○
<b>PE bags</b>	A separate waterproof kit bag.	*
<b>Mouthguard</b>	Strongly recommended for contact sports.	*

## 3.2 Where to purchase it

Uniform can be purchased from our uniform suppliers, Monkhouse Schoolwear or School Time, via their websites.

[Monkhouse Website](#)

[Holcombe Grammar School - School Time](#)

Or parents and carers can visit their shops at the following locations:

Monkhouse Schoolwear Maidstone  
Newnham Court  
Bearsted Road  
Maidstone  
Kent ME14 5LH

Monkhouse Schoolwear Chatham Dockside  
Maritime Way  
Chatham Maritime  
Chatham  
Kent ME4 3ED

School Time Chatham  
87-89 High Street  
Chatham  
Kent  
ME4 4EE

- Parents and carers can obtain all items marked with a  from our uniform supplier or from high street retailers such as supermarkets.
- A number of second-hand items are available from our Student Services department, please email [studentservices@holcombegrammar.org.uk](mailto:studentservices@holcombegrammar.org.uk) for more information
- Where parents are experiencing financial difficulties and require support with purchasing the school uniform, please contact the school office and ask to speak with the Designated Safeguarding Lead.
- As students grow out of their uniform we welcome donations to continue to support all of our students to wear the correct school uniform – please hand any unwanted items to the school office for the attention of Student Services. Thank you in advance for your support.

## 4. Expectations for our school community

### 4.1 Students

Students are expected to wear the correct uniform at all times (other than specified non-school uniform days) while:

- On the school premises
- Travelling to and from school
- At out-of-school events or on trips that are organised by the school, or where they are representing the school (if required)
- Pupils are also expected to contact the Headteacher if they wish to request an amendment to the uniform policy in relation to their protected characteristics.

### 4.2 Parents and carers

Parents and carers are expected to make sure their child has the correct uniform and PE kit, and that every item is:

- Clean
- Clearly labelled with the child's name
- In good condition

Parents are also expected to contact the Headteacher, in writing, if they want to request an amendment to the uniform policy in relation to:

- Their child's protected characteristics
- The cost of the uniform
- Parents are expected to lodge any complaints or objections relating to the school uniform in a timely and reasonable manner and in accordance with our published complaints policy.

### 4.3 Staff

- Staff will closely monitor pupils to make sure pupils are in correct uniform. They will give any pupils and families breaching the uniform policy the opportunity to comply, however any persistent disregard for the policy will result in a formal meeting with parents
- Ongoing breaches of our uniform policy will result in the behaviour policy being applied and on occasions the child will be given the correct uniform (from the second-hand reserves) and expected to change into what it provided
- In cases where it is suspected that financial hardship has resulted in a pupil not complying with this uniform policy, staff will take a mindful and considerate approach to resolving the situation.

## 4.4 Governors

The governing board will review this policy and make sure that it:

- Is appropriate for our school's context
- Is implemented fairly across the school
- Offers a uniform that is appropriate, practical and safe for all pupils

The board will also make sure that the school's uniform supplier arrangements give the highest priority to cost and value for money, for example by avoiding single supplier contracts and by re-tendering contracts at least every 5 years.

## 5. Monitoring arrangements

This policy will be reviewed every five years by the Headteacher in consultation with other stakeholders including staff, pupils, parents and carers. At every review, it will be approved by the Governing body and published on the school website.

## 6. Our school's legal duties under the Equality 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 pupils 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 pupils
- Allow all pupils to have long hair (though we reserve the right to ask for this to be tied back)
- Allow all pupils to style their hair in the way that is appropriate for school yet makes them feel most comfortable
- Allow pupils to request changes to swimwear for religious reasons
- Allow pupils to wear headscarves and other religious or cultural symbols/ jewellery
- Allow for adaptations to our policy on the grounds of equality by asking pupils or their parents to get in touch with the Headteacher (in writing for parents), who can answer questions about the policy and respond to any requests

**In all matters concerning uniform, the Headteacher's decision is final.**

## 7. Links to other policies

This policy is linked to our:

- Behaviour policy
- Equality information and objectives statement
- Complaints policy

