



Highcliffe School



Dressed and Ready to Learn

DRESSED AND READY TO LEARN

At Highcliffe we believe that appropriate school dress is conducive to creating a good working environment and promotes a sense of belonging to our school community. When dressed appropriately our students make a very positive impression upon the wider community who frequently comment upon their good behaviour and standard of dress.

Highcliffe School has a school uniform policy and a clear dress code of how this uniform should be worn. Uniform applies to all students in Years 7 through to 11 at all times without exception. The Sixth Form Dress Code applies to all students in Years 12 to 14 without exception.

Every student attending the school has chosen to join Highcliffe and has done so in the knowledge that we have a uniform and dress code; therefore, they should be proud to represent our school as best they can, wearing the uniform with pride. It is an important part of the identity of the school.

This policy has been developed with due regard for the Human Rights Act 1998 and anti-discrimination legislation.

We believe that our uniform helps towards us becoming a better school by setting a smart, business-like ethos amongst our students. In addition, the uniform helps students to be focused on learning. Importantly, it also gives due consideration to the health and safety of our students.

Our uniform policy and dress code are reviewed regularly in consultation with students, parents, staff, School Council Members and Governors. It is designed to be smart, practical and cost effective. The overriding principle to this code is that

“Uniform should be worn smartly and neatly at all times”

Students who fail to adhere to the Uniform Policy and Dress Code will be sanctioned accordingly. If you require any clarification on any points of the Uniform and Dress Code, please do not hesitate to contact the school.

PURCHASING UNIFORM

Highcliffe School uniform can be purchased from two providers. Stevensons of Southbourne (www.stevensons.co.uk/School/HighcliffeSchoolChristchurch/Browse) and PMG in New Milton (www.pmgsschoolwear.co.uk).

Uniform grants are available for students entitled to free school meals. Application forms can be obtained from the Finance Office. A grant for up to £100 per student is available every two years. We try to keep spare uniform for emergency use for all year groups and we are always very grateful for any uniform donations.

LABELS

All uniform must be labelled/named; a significant amount of clothing is misplaced, and we cannot trace the owner because items are not labelled/named. Misplaced items which are labelled/named are returned to students.

Our uniform suppliers offer personalised labels which can be ironed on. They also offer a service where they will do this as part of an internet order, therefore all items ordered will arrive with labels already in the clothes. Exceptions to this dress code are at the discretion of the Headteacher only

Uniform can cause stress between parents and their children as it is not always clear on what is acceptable. This booklet has been produced to make uniform buying and wearing a lot clearer to both parents and students and the areas of uncertainty clarified.

The school recognises that students do not always want to comply with school uniform requirements and that this can cause problems at home. However, we cannot alter our school uniform or dress code to suit individual tastes or opinions. We would always seek to work with any parents encountering difficulty ensuring their child complies with our school uniform or dress code when leaving home.

The school will contact parents of those students who attend school without proper uniform, or those who refuse to accept the school's dress code, so that the issue can be successfully resolved.

JUMPER

Approved school jumper. The jumper should meet the waistband of trousers or skirt, no midriff should be visible, and it should not be tucked into trouser or skirt. The jumper should not be frayed, have holes or rips.

Years 7 through to 10 – Purple. Year 11 - Black

SKIRT

Skirt must cover the knee at all times.

The skirt must not be altered in any way, taken in at the sides or length altered.

Should students fail to wear the skirt correctly, parents will be asked to purchase a new skirt.

TROUSERS

Years 7 through to 11 – Mid-Grey

All trousers must fall free from the leg from the thigh to the shoe.

The school dress code states that trousers for males and females should be of a certain type. They should be properly tailored and should not be considered a fashion trouser. The following trousers are not acceptable: hipster cut, made of lycra, combat style, jeans style, skinny, drainpipe or baggy.

Trouser hems should be properly tailored, should not be frayed nor should the hem drag on the floor. No studded or fashion belts are permitted, belts should be black with a small buckle.

Many parents have contacted us to ask for clearer guidelines regarding trousers as they have found that Miss Sixty, New Look, River Island (Male) and Top Man trousers are not fit for schoolwear.

TIE

Approved school tie. Years 7 through to 11.

Ties are expected to be worn smartly with the knot at the collar and the collar button done up. Knots should not be either too small or too large. Guidance on the size of knot will be given to each student during assemblies.

Year 11 girls may wear a non-fitted, short sleeved blouse, with rever collar, throughout their time in Year 11, therefore no tie is required.

Year 7 – 10 girls may wear a short sleeved, non-fitted blouse with rever collar during the Summer Term, therefore no tie is required.

SHIRTS/BLOUSES

Years 7 through to 11.

White, **non-fitted** shirt or blouse to be worn tucked into the students' trousers or skirt with all buttons fastened.

Year 11 girls may wear a non-fitted, short sleeved blouse, with rever collar, throughout their time in Year 11.

Year 7 – 10 girls may wear a short sleeved, non-fitted blouse with rever collar during the Summer Term.

TIGHTS

Girls may wear plain natural or plain black tights. No 'coloured' or patterned tights are to be worn.

SOCKS

Socks - plain white (with skirt only) *, plain dark grey or plain black. Other 'coloured' or patterned socks are not acceptable. 'Pop socks' are not acceptable with a skirt. Knee length socks should not be worn with skirts.

*White socks should not be worn with trousers. Only plain dark grey or plain black socks are to be worn with trousers, by boys and girls. Trainer socks are not acceptable with trousers or skirts.

SHOES

Plain black leather style shoes are to be worn at all times. Black training shoes, trainer-style shoes and boots are not acceptable. Shoes such as Vans or any other sport make are not considered to be school shoes. Heels should not exceed 5cm.

Students who fail to wear plain black leather style shoes will be issued with black plimsolls from the student support office. The only exception to this rule is where the student has a medical reason not to wear leather shoes, supported by a note from their doctor.

High heels, sandals, open toed or backless shoes or flip flops are not allowed for health and safety reasons.

For guidance, the following styles of shoe are acceptable for boys:



The following styles of shoe are acceptable for girls:



Please note there should be no sports logo or marking of any kind on shoes worn to school. These pictures are intended as a guide rather than being exclusive.

JEWELLERY

Highcliffe allows students to wear a limited and discreet amount of jewellery. We do not allow excess jewellery as it increases the likelihood of loss or theft. In addition, some items of jewellery can present a health and safety hazard. Students are allowed to wear a wristwatch. One charity wristband can be worn.

Year 11 students may wear an additional discreet bracelet or necklace. Highcliffe School achievement badges may be worn on the jumper. Key and wallet chains should not be visible.

In PE, Science, Art, Design and Technology for Health and Safety reasons it is essential that students remove all jewellery.

EAR PIERCING

One pair of small plain gold or silver ear studs may be worn in the earlobe (gold or silver). Earrings in any other part of the ear are not acceptable. Earrings will need to be removed for PE.

PIERCINGS

Nose studs, tongue studs, eyebrow studs, tummy piercings or any other body piercings/jewellery are not allowed. Clear plastic bars worn in any such piercings are not acceptable. Students who wear such items will be asked to remove them. Covering these piercings is not acceptable.

HAIR

Hair should be clean and tidy at all times. Short hair should be a minimum of a grade 2. The following styles are not acceptable: -

- Holiday style braided, beaded or thread wrapped
- Tramlines
- Any other forms of 'shaving'
- Long hair should be tied back for health and safety reasons and where appropriate e.g. Food Technology a hair net should be worn.
- Only natural hair colours will be accepted. A European Directive states that hair dyes are not intended for use on persons under the age of 16.

- Hair bands/slides/Alice bands should be plain black or brown and be undecorated and discreet.
- It is expected that students should be clean shaven.

Hair should be tied back in Science, PE and Technology or wherever directed by a member of staff.

EYEBROWS

Eyebrows should not have shaved lines through them. Eyebrow makeup is not accepted, including dyes and tints.

MAKE-UP

Coloured nail varnish is not accepted, and students will be asked to remove it. False and acrylic nails including Gelish and Shellac are not permitted. Students will be asked to remove polish/nails. False eyelashes are not permitted however mascara may be worn discreetly. No other cosmetic products or treatments are permitted.

'Fake tan' is considered a cosmetic product and is not allowed.

APRONS

Separate aprons are required for Design Technology and Food Technology lessons. A white craft apron is required for Design Technology and a green apron for Food Technology.



COATS

Coats should be suitable for school and offer protection from the weather, therefore denim, corduroy, leather or suede are not appropriate. Coats should not be worn in the building and students should place them in lockers. Scarves and hats must be removed inside the building.

"Hoodies" are not appropriate to wear to and from school and therefore students are not to bring them to school.

Hats and baseball caps are not to be worn in school.

CYCLE HELMETS

Cycle helmets must be worn by all students who cycle to and from school. If a student arrives at school by bicycle without a helmet, parents may be contacted to bring in a helmet to be worn on the journey home. Helmets may be purchased from school.

SCHOOL BAG

A suitable sized rucksack or shoulder bag is required to carry A4 sized folders and the minimum equipment of a School Organiser, a calculator, 3 pencils, 3 pens (black ink), a ruler, a sharpener, an eraser, a small pack of colouring pencils, a glue stick, a secure fresh water bottle and lunchbox. All students have the opportunity to hire a locker during their time at Highcliffe where larger items can be stored securely. Mobile telephones should be switched off and placed in locker during the school day. Bags should be kept in locker during examination times.

A handbag or carrier bag is not a suitable item in which to carry school equipment.

PE KIT

Year 7 - 11

Falcon black/purple polo shirt with crest

Plain black shadow stripe shorts (lycra shorts are not permitted)

Falcon black/purple rugby shirt

Purple socks (outside) White socks (inside)

Football boots – should have studs suitable for football and rugby Trainers – should be a cross trainer or running trainer

Shin pad

Gum shield

Optional items:

Years 7 – 11

Chadwick black zip top with crest Banner black track pants with crest

Leggings Trutex Akoa Black with crest (Years 10 – 11 only)

For Health and Safety considerations skate shoes and canvas plimsolls are not permitted.

DRAMA - GCSE

School uniform during lessons. For all performances, including exams, students should wear PE polo shirt and either black leggings with crest or track pant with crest.

SIXTH FORM DRESS CODE

Sixth Form students are role models for the school and are expected to dress smartly. Students should dress appropriately for a working and learning environment: there must be no low cut or strapless tops or dresses. Short skirts, short shorts, hats and caps are not permitted. Smart jeans and trainers are acceptable. There must be no inappropriate slogans on clothing, no brightly coloured hair or general extremes of hair style or fashion. Any visible piercings, other than to the ears, are not permitted. For Health and Safety reasons, flesh lobes, chains and studs are not permitted.

Flip flops should not be worn in science labs or workshops. Students whose appearance detracts from the creation of a purposeful working and learning environment will be sent home.

SCHOOL TRIPS

It is usual for full school uniform to be worn on all school trips unless directed by the trip leader after consultation with the Headteacher, when students should wear suitable clothing appropriate to the activity. School rules regarding make-up, jewellery and hair continue to apply during school trips.

NON-UNIFORM MUFTI DAYS

Occasionally during the school year, a non-uniform mufti day will occur to raise money for charity. School rules regarding make-up, jewellery and hair continue to apply during these days. Students should not wear: -

- hats or hoods inside the school building
- clothing which displays motifs which may be deemed 'offensive'
- backless shoes/flip flops
- cropped tops
- shorts which are considered to be too short and do not cover a good proportion of the leg
- no dyed or inappropriate hairstyles

ADDITIONAL INFORMATION

It is important for all members of our school community to be aware that we seek to ensure that safety and well-being are of the utmost importance. As a result, please note that in the interests of:

- Security: the school needs to be able to identify individual students in order to maintain good order and identify intruders easily
- Teaching and learning: a student's face should not be obscured for any reason. This is because a member of staff may not be able to judge their engagement with learning or be able to secure their participation in discussions and practical activities
- Protecting the individual: the school dress code seeks to prevent students from wearing clothing which may be associated with anti-social elements in the wider community
- Promoting identity: a strong, cohesive school identity supports the high standards we strive to achieve. If students appear to be very different from their peers, this can inhibit integration, equality and cohesion

We are justly proud of the fact that we are an Inclusive School and our 'Dress Code' reflects our commitment to providing all students with the opportunity to learn within a safe and secure community.

LOST PROPERTY

Every effort will be made by the Student Support Office to return named items. However, it is only possible to store lost property for half a term before disposal.

If students forget an item of uniform they should report to their Pastoral Office, **before morning registration**.



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All information correct at time of printing (June 2023)

Highcliffe School is part of HISP Multi Academy Trust. Registered in England & Wales Number: 07562918



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