

24 May 2023

Dear Parents and Carers

At Roundwood Park School we believe that wearing a smart uniform underpins our school identity and strengthens our feeling of community. Attending school, dressed smartly in school uniform, is the foundation of our high standards in all aspects of school life, supporting a positive work ethic and promoting good conduct and behaviour, in and around school. The school encourages students to develop a sense of pride in themselves. We thank parents in advance for actively supporting our school uniform expectations.

Under this ethos, our new Uniform and PE Kit Policy has been developed over the past 18 months through consultation with parents, carers, students and the Governing Board of the school. The new policy and the changes made are in accordance with the latest DfE guidance, which helped us set out the two main objectives of the uniform review, which were:

1. to give better value for money, ensuring that the total cost of a uniform is affordable; so that learning at RPS is accessible to all.
2. to ensure that our policy is completely inclusive and fully considers the protected characteristics of the Equality Act [2010], promoting equality and removing any potential for discrimination.

To achieve the first objective, we have:

- reduced the number of branded items on the uniform and PE kit lists.
- reduced the number of compulsory uniform or PE kit items required.
- expanded the number of generic items of uniform that parents could purchase from other retailers, e.g. skirt and football socks.
- changed the design of some items that may provide a similar quality and sense of identity in the uniform or PE kit, but helps to contribute to reducing the overall cost.
- reduced the overall basket cost for students in 2023 from 2022, across all different uniform and PE kit choices/ needs or as an individual student requires, e.g. a regular PE club attender.

To achieve the second objective, related to the Equality Act [2010] we have developed a uniform policy, guidance and list that:

- remove any direct reference to sex in the uniform policy, guidance or descriptions, e.g. boys and girls.
- ensure that there is enough clarity within the guidance to maintain the current smart character of the school uniform, but with enough flexibility built in to allow for all of the protected characteristics.

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Our intention throughout has been to ensure that students will continue to look smart but not at the undue expense of families as well as to ensure our uniform is inclusive. The school has a long-standing partnership with Beat School Uniforms and Stevensons and has worked hard with them over the past 12 months to secure the best value for money for our parents, carers, and families.

Please take time to read the NEW Uniform and Appearance Policy (attached) and the detailed descriptions and guidance within both the Uniform and PE Kit Lists as well as the General Matters guidance, to ensure that your child is well dressed, prepared and ready for school in September 2023. The detailed guidance is explicit throughout in giving clear descriptions about items that no longer need to be bought from our suppliers and can be purchased from other retailers. We certainly think it would be prudent to go and see some of the new garments at the school suppliers first, to get a clear picture in mind, e.g. new school skirt, sports style leggings, before you might buy one from another retailer, just to ensure that what you buy from elsewhere is well within the guidance.

A transition period for old items removed from the Uniform or PE Kit Lists for students who are already at the school:

When your child has outgrown or worn out items of uniform or PE kit, then we would ask that parents and carers replace these items in accordance with the new lists, descriptions and guidance. Therefore, over time we would expect that very few items removed from the list would still be worn in school by September 2024 and that none would be worn by March 2025.

If you need new items of uniform due to size, wear and tear or to take advantage of new items within the new lists and guidance (e.g. school skirt, new design RPS polo shirt and games shorts), our suppliers would encourage you to book a fitting appointment soon, in advance of visiting the shop, to make sure that you can obtain everything you need ready for the start of September. Our Parent Teacher Association continue to run a second-hand service which many parents take advantage of to keep costs down (see page 1 of the guidance), with all proceeds going back to the school. **The next second-hand sale is scheduled for Saturday 15th July, 12:30 – 2pm, in the school hall.**

We trust your child will continue to feel proud to wear their Roundwood Park uniform and that it gives them a sense of belonging, identity and community throughout their time with us.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Glen Pettengell', with a long horizontal line extending from the bottom left of the signature.

Glen Pettengell
Deputy Headteacher

UNIFORM AND APPEARANCE POLICY

At Roundwood Park School we believe that wearing a smart uniform underpins our school identity and strengthens our feeling of community. Attending school, dressed smartly in school uniform, is the foundation of our high standards in all aspects of school life, supporting a positive work ethic and promoting good conduct and behaviour, in and around school. The school encourages students to develop a sense of pride in themselves. We thank parents in advance for actively supporting our school uniform expectations.

In accordance with DfE guidance, our intention is to ensure that students look smart but not at the undue expense of families. No student should be prevented from attending Roundwood Park due to the cost of uniform. We also comply with the requirements of the Equality Act to ensure our uniform is inclusive. The school has a long-standing partnership with Beat School Uniforms and Stevensons and has worked with them to secure the best value for money for our parents, carers, and families. We have also reduced the number of official core school uniform items.

All **core** items (blazer, jumper, tie, summer shirt and some items of PE kit) are only available from our uniform suppliers. All other items must conform to the **precise descriptions** given in the Uniform and PE Kit Lists but can now be purchased from either of our suppliers OR other clothing stores and supermarkets. We also have a second-hand service run by our Parent Teacher Association, which many parents take advantage of to keep costs down. It is also a great opportunity to recycle old uniform and purchase additional uniform items at a low cost as students grow - with all profits going back to the school. Many uniform and PE kit items, including 3G pitch boots/shoes, are returned nearly new or in very good condition. Further information about purchasing items in this way can be obtained via **'The PTA'** page of the school website, where you can see the latest on-sale date, with one sale held every term.

Purchasing the correct uniform and ensuring a child arrives at school dressed appropriately can be stressful for families. Our uniform guidance is designed to support families with the process and help them to understand what is expected of their child by clearly outlining our expectations. We hope the images below, the Uniform List and the information provided under General Uniform and Appearance Matters, provides both students and families with clarity around our uniform expectations.



MAIN SCHOOL UNIFORM



PHYSICAL EDUCATION KIT



RPS polo shirt, fitted games shorts and white socks.



New mid-layer top (with $\frac{1}{4}$ zip) and sports style leggings.



Rugby shirt, football style games shorts and long games socks - plain black.

ROUNDWOOD PARK SCHOOL - UNIFORM LIST

Requirements	Item	Description	Guidance
Core Uniform for all students	School Blazer*	Black with the Roundwood Park badge.	
	Skirt	Black school skirt that must be worn at the knee. Stitched down, with wide box pleats [10cms in width minimum], all the way around; the pleat stitching should extend a minimum of 12cm in depth from the bottom of the waistband.	This type of skirt is available from Beat School Uniforms and Stevensons and many other stockists e.g. M&S. If you are not sure on the style it is worth checking with these suppliers first although you do not have to purchase the skirt from them.
	Trousers	Black, traditional school fabric trousers with a plain or pleated front, trousers should have a waistband and sit on the natural waist.	<i>Not acceptable - tightly fitting [skinny] school trousers, jean style, flares, leggings, culottes, shorts or large buckled belts.</i>
	Shirt	White school shirt with standard closed collar and top button, without an advertising logo, either long or short sleeved.	A white vest or T-shirt can be worn underneath for warmth, <i>but must not be visible.</i>
	Tie*	Roundwood Park tie in House colour.	A different colour stripe for each House.
	Socks or Tights	Black or grey, plain and ankle length or trainer style. Black or flesh coloured opaque tights.	<i>No white socks. No patterned styles. Not acceptable to wear socks or leg-warmers over tights.</i>
	Shoes	Black smart, plain, shoes with enclosed heel and toe; any laces should be black. Heels must be 5cm or less. <u>Please follow this link to see some examples of what is not permitted.</u>	<i>Not acceptable - Platform soles, boots, black trainers or trainer style shoes usually with rubber soles, broad laces, made of fabric such as canvas or plimsoles; the shoe should not cover the ankle bone and should not have any prominent logos.</i>
Optional for students	Jumper*	Roundwood Park black V neck jumper with school badge.	
	Summer Shirt*	The white summer shirt with the Roundwood Park badge may be worn from Easter without a tie. Alternatively, students can continue to wear full school uniform to the normal high standards, but without a blazer if they wish.	Must be tucked in if the student chooses to wear their blazer or jumper.
	Outdoor Coat	Plain and dark coloured.	<i>Not acceptable – dominant logos, multi-coloured, leather and denim jackets. Hoodies, sweatshirts or cardigans of any description.</i>

*These items must be purchased directly from one of our school suppliers only, Beat School Uniforms or Stevensons.

ROUNDWOOD PARK SCHOOL – PE KIT LIST

Requirements	Item	Description	Guidance
Core PE Kit for all students	School RPS Polo Shirt*	Red with the Roundwood Park badge.	
	Games RPS Shorts*	Black with the Roundwood Park badge.	Two styles – loose fitting football style or fitted.
	Long Games Socks	Plain black, knee length (football/rugby style), polyester.	<i>No logos or other markings.</i>
	White Socks	White, plain, ankle or trainer style.	
	Trainers	Sports trainers for indoor or outdoor activities.	
	Hair Tie	Black, plain.	Must be worn by students with long hair.
Sport specific items, some compulsory, some optional	Football Shin Pads	Compulsory: Must be worn for football lessons and extra-curricular club.	
	Rugby Gum Shield	Compulsory: Must be worn for rugby lessons and extra-curricular club.	
	Football/Rugby Boots	Compulsory: Students are required to have studded or moulded boots for use on the 3G astro-turf pitch.	Used for football and rugby and a condition of the FA Foundation who helped fund the pitch.
	Rugby RPS Shirt*	Red and black reversible with the Roundwood Park badge Compulsory for students following boys' sport curriculum. Optional for students following the girls' sport curriculum.	If bought, shirt can be worn as warm layer for all activities. The boys' sports curriculum includes full contact rugby and takes place through all years. Girls' rugby curriculum is non-contact until Yr 9.
	Rugby Shorts ¹	Optional: Black, plain, heavy duty.	<i>No logos or other markings.</i>
	Skort*	Optional: Plain red.	
Optional for all students	Mid-layer Top*	Predominantly red with ¼ zip with Roundwood badge.	
	Rain Jacket*	Predominantly red with Roundwood Park badge.	
	Sport style leggings	Plain black high waisted sports leggings with full leg. Available from our suppliers although you do not have to purchase these from them.	Worn with shorts for games activities, without for aesthetic or athletic activities. <i>No cotton or woollen leggings. No large logos or markings.</i>
	Tracksuit Bottoms	Plain black.	<i>No large logos, stripes or other colours. No sweat bottoms.</i>

*These items must be purchased directly from one of our school suppliers only, Beat School Uniforms or Stevensons.

¹ These items would be the PE department's preference for those representing the school in specific sports. Rugby shorts for rugby, skort for netball.

GENERAL MATTERS FOR UNIFORM AND APPEARANCE –

ALL STUDENTS IN YEARS 7-11

This documentation provides clear guidance to parents to assist them when making purchases. However, there is also a “spirit” to the uniform requirements, which is much more difficult to convey on paper. Hence, there is also an attempt to explain how the uniform is to be worn, here below. Experience tells us that skirts, shoes, hairstyle, jewellery piercings and make-up are the most common causes of conflict between students and the rules around uniform that staff will enforce. We do have the highest expectations of our students and, throughout the academic year, students should expect to be challenged by staff where they fail to meet our expectations with regard to school uniform. Hopefully, the Uniform List itself and further guidance will enable parents to anticipate which choice of smart shoes or skirt style and length, for example, would be appropriate, reducing the potential for breaches of the uniform list and guidance. *If ever in doubt about any issue, please speak to the school before purchasing or making a decision about uniform and appearance.*

Suppliers

Uniform items are available from Beat School Uniforms in Harpenden at <http://www.beatschooluniform.co.uk>, or from Stevensons in Harpenden at <https://www.stevensons.co.uk/>, and our suppliers politely ask parents to book appointments in advance where possible. Many standard items are also available from chain stores such as John Lewis, Marks & Spencer and so on. The PTA operates a second-hand uniform shop, as detailed on page 1 of this guidance.

Variations

It is occasionally necessary, for protected characteristics such as for gender, medical, cultural or religious reasons, for permission to be given for other items to be worn or other adaptations to be made. In such cases, all reasonable requests will be considered. Please contact the senior leader responsible for pastoral guidance and support.

Naming of Clothing and School Bags

Parents and carers are strongly advised to ensure all articles, including school bags, are clearly marked with the student's name. There is a lost property system, but the number of unmarked (and therefore unclaimed) items remains high.

Blazer

The blazer is a symbol of our school identity. Students are expected to wear their school blazers every day to and from school. They should also wear the blazer at all times around the site and inside the school buildings, unless in class, on the field area or playing 'sport' during break or lunchtime. The school jumper, an optional item of uniform, cannot be worn in place of the blazer.

Skirt

The bottom hem of the skirt is to be worn at the knee, throughout its time worn in school, and the waistband must not be rolled over.

Trousers

Denim, corduroy, chino, tapered, skinny-jean style or skin-tight style trousers are not permitted. Students are expected to wear black trousers which sit smartly at the waist and on the ankle/shoe line.

Top button and Tie

Top buttons should be done up at all times when full [winter] uniform is in place and the coloured House stripe should be clearly visible well below the tie's knot.

Unacceptable Shoes or Footwear

The school expects students to wear 'formal' leather shoes as part of our uniform. This can cause some confusion since the term can be subjective. However, to avoid any confusion or embarrassment we have included a number of examples which are **not** appropriate for school. If you have any queries about footwear, then please do not hesitate to get in touch with the school, before you purchase new ones. There will be consequences in place for students who wear unacceptable footwear. This will include being asked to wear plimsoles provided by the school until the matter is resolved. Therefore, please help support us by ensuring your child attends school wearing acceptable shoes.

Images of unacceptable shoes



Coats

We encourage students to wear a coat to school, when required. However, coats should not be worn inside any building.

Jewellery

Students may wear **one small metal stud or a plain hoop (worn tight to the ear), in each ear, but neither with gemstones**. Students may also wear a wristwatch, but **not a smartwatch**, e.g.: Apple watch, so as to avoid distractions to learning. A single pendant on a short chain is also permissible, worn underneath the uniform. **No other jewellery is allowed** and all jewellery must be removed for PE lessons. If students choose to have facial piercings or piercings elsewhere (e.g. nose, tongue, eyebrow or other parts of the ear) then they must ensure that they plan this with sufficient time to ensure that the piercing has healed enough to remove this jewellery before coming into school. It is not acceptable to wear a plastic retainer in the piercing nor to have it covered with a plaster. The recommended healing time seems to vary from 2-6 weeks depending on the nature of the piercing and **parents and students are strongly advised to consider and check this before going ahead**.

Jewellery which does not comply with the uniform policy will be confiscated and retained according to the school's confiscation procedures (see appendix 4 of the Behaviour Policy). **If a student is unable to remove jewellery themselves due to a very recent piercing, they will be removed from lessons until such time as it has been removed, professionally or otherwise.**

Make-up

We would prefer students not to wear make-up, but discreet and natural facial make-up is allowed. However, false eye lashes (of any type), lipstick, lip gloss and coloured nail-varnish (including false/acrylic nails) vibrant make up e.g. intense eye make-up are not acceptable. **Students will be required to remove make-up that is not discreet.**

Hairstyle and fastenings

Hair must be appropriate for a smart office environment and extreme, unusual or exaggerated hairstyles are not acceptable. This includes, for example, hair length, two-tone styles (balayage), 'artificial' colours, e.g. red tints, and shaved or partially shaved styles, such as lines and patterns (including in the eye brows). Students are permitted to have a 'fade' but it must not start at less than a number 1. If in doubt, parents or students should consult the Head of Year before changing to a style that may bring students into conflict with this rule. Students may wear plain, functional and safe hair accessories. All hair ties, clips, grips and small slides must be in the plain school colours and long hair must be securely fastened.

Headgear

Hats, caps and other headgear should never be worn indoors, except to and from school or at break and lunchtime. They should only be worn to keep warm in the winter or to protect from the sun in the summer.

Cyclists

All students cycling to school must wear an appropriate safety helmet and abide by the school's cycling code of conduct. They may wear any amount of additional plain reflective material to help with visibility.

This policy has undergone an equality impact assessment in accordance with the school's Public Sector Equality Duty under the Equality Act 2010.