

## Whole School Uniform Policy

### Purpose

The purpose of this policy is to ensure that students, parents, and teachers are aware of the school uniform and the procedures relating to noncompliance.

### Overview

A school uniform is an integral part of the IBSB Programme and plays a valuable role in contributing to the ethos of a school and setting an appropriate tone.

The school leadership believes that a school uniform can help to: instil pride; support positive behaviour and discipline; encourage, identity with and support school ethos; ensure pupils of all races and backgrounds feel welcome; protect children from social pressures to dress in a particular way; nurture cohesion and promote good relations between different groups of pupils.

IBSB has a school uniform/dress code, which is communicated to the public through the school website, the Student Handbook, and the Parent Handbook.

The IBSB school uniform, for students in Early Years and Years 1-11, is available for purchase from Marks and Spencer.

### The School Uniform/Dress Code

All uniform items are available and should be purchased directly through the relevant Marks and Spencer stores, which will be communicated to parents through an official school letter prior to the start of the new school year. The school uniform letter will contain information relating to purchasing the school uniform from Marks and Spencer and buying the PE Kit from the school uniform shop. Refer to the Appendix.

Under no condition will students or parents be permitted to purchase items of clothing from other stores and then add the IBSB logo. The colour, style, and cut must be identical to the IBSB School Uniform on offer through select Marks and Spencer stores.

### Early Years

Children in the Early Years groups are expected to wear the school's uniform or the school's recommended colours. Children must be in the school's colours of dark blue trousers and skirts / dresses, with white and light blue collared shirts during the day. When they are having their Physical Education classes, children are required to come from home dressed in the school's PE Kit. Please, note, school shoes / trainers should be black or navy blue.

We also recommend that every child in the EYFS should have at least a change of clothes, in the colours recommended by the school, as well as indoor shoes.

### All students in Years 1-11

During Term 1a and Term 3, students are required to wear either a white polo shirt with the IBSB logo, or a collared white business shirt or blouse with the IBSB logo, along with their house tie, which should be buttoned-up and tucked-in at all times.

During Terms 1b, 2a, 2b students, in the Secondary School only, are required to wear a collared white business shirt or blouse with the school logo which should be buttoned-up and tucked-in at all times, along with their house tie.

Dark blue long trousers, dresses, skirts and shorts may be worn only. Dresses, skirts, and shorts must be knee-length. Jeans of any kind may not be worn.

Only the IBSB school fleece may be worn inside over the school uniform.

In cool weather, students are permitted to wear a jacket outside.

There should be no oversized clothing. Torn or radically altered clothing is not permitted.

## Students in Years 12 & 13

Must be dressed tidy - casual at all times, with a collared shirt with buttons and a tie for the boys (no bright colours: pastel colours, white, or dark colours) and dark trousers or skirt (knee length), or knee length dress.

All clothing must be kept clean and tidy in appearance and be worn in the appropriate manner.

## Shoes

Students in Early Years and Year 1 to Year 6 are required to wear plain black / dark coloured shoes or trainers. Year 7 to Year 11 are required to wear plain black leather shoes or leather trainers.

In winter, **when there is snow or ice on the ground**, students are permitted to wear warmer black boots. UGG boots are not permitted.

**At no time are Secondary School students permitted to wear any colour other than black shoes.** In Year 7 to Year 11 trainers or sports shoes with logos on the side are not permitted to be worn.

## PE Uniform

The School has an official PE kit, which should be worn for PE lessons. **Students in the Primary School are permitted** to wear their PE uniform for the whole day on the days they have PE. **Trainers** may be used for PE lessons by all pupils in school. **Students in the Secondary School are not permitted to wear their PE kit during normal school lessons unless they have PE lessons in the school sports hall.**

## Headwear

Hats are not to be worn at school, with the exception of IBSB baseball caps, which may be worn only during PE lessons and break-time outside, and winter hats outside during the winter months.

## Hair

Haircuts or hair styles which draw undue attention to the wearer are not permitted. Multi-coloured or unnatural coloured hair is not allowed.

Boys and Girls are required to keep their hair off their face at all times.

## Cosmetics

**Students in Key Stages 1-4** are not permitted to wear any make-up or nail polish.

**Students in Key Stage 5** are not permitted to use excessive make-up. Nail polish must be French (not coloured) for health and safety reasons. Coloured nail polish is not permitted.

## Jewellery and other non-essential apparel

**The only items of jewellery permitted to be worn at school are** a single set of stud or clasp earrings (girls only) and a simple chain necklace with a single pendant. Martisor wrist bands and pendants are permitted to be worn from March 1<sup>st</sup>-8<sup>th</sup>.

**No other items of jewellery are permitted, including bracelets or wrist bands (other than the IBSB yellow wristbands).**

## Tattoos

Tattoos are to be covered at all times.

## Sunglasses

Sunglasses are not to be worn indoors.

## Headphones

Headphones are only permitted to be used at IBSB if permission is given by the teacher if the students are working online.

At no time should the volume from headphones be loud enough to be heard by another student in the class.

## Smart Phone or Watch

**Students in the Primary School are not permitted to bring these devices to school.**

**Secondary School Students bringing a smart phone or watch to school or are required to hand them in to their Form Teacher (Years 7-11) or the Sixth Form Office Admin Staff for students in Year 12-13).**

**Analog phones are permitted, but must remain in the student bag during school time.**

Any students found to be using a mobile phone during the school day will have their phone confiscated and returned at the end of the school day. Any student found to be repeatedly using their phone during the school day will have their phone confiscated and returned to a parent at the end of the school. For more details, please refer to the **Whole School Use of Personal Digital Devices Policy**.

Students are solely responsible for ensuring the safety all electronic devices brought to school.

## Other

Students are required to bring a **school bag, pencil case, and Student Planner** (Secondary only) to school each day. If Student Planners are lost, the student will be required to pay for an immediate replacement.

The possession of **skateboards / skates / roller blades** and their use is prohibited at school.

Students are permitted to ride **bikes and scooters** to school providing they have returned the Parent Permission Form.

Bikes and scooters should be stored (bikes should be locked in the bike rack) behind the Secondary School building.

## School Uniform Checks by Staff

The School Uniform will be checked by staff and management at morning line-up, by Form Tutors during morning and afternoon registration, and by class teachers during subject lessons. Ensuring that students are in the correct uniform is the responsibility of all staff at all times.

## Sanctions

Students out of uniform should be asked to remove any non-uniform items of clothing or jewellery being worn, or to remove make-up as required.

Where this is an isolated case, removed items may remain with the students with a verbal warning issued only.

**In situations where there are repeat occurrences**, the item of clothing should be confiscated and returned at the end of the day. Items of jewellery may be collected and returned at the end of the half term, or by parents at the end of the school day if they are considered to be of importance. In all situations where an item of clothing or jewellery is confiscated, parents should be informed by email before the end of the school day.

Any students without the correct uniform, who do not have the correct uniform at school, should be sent to the school office.

### **Students out of uniform, sent to the school office will be required:**

1. To have the correct uniform delivered to school before returning to class. In isolated minor 'one off' cases, the office may opt to return the student to class for that day only.
2. To remove nail polish or make-up as required before the student returns to class.
3. To spend the day in internal isolation in a study room on the sixth form campus with work assigned where the infraction is considered serious, or is repeated, and the parent is not able to collect the student or to deliver the correct item/s of clothing.

## Related Policies

PS/SS Behaviour for Learning Policy

Secondary School Cycling & Scooter Policy

Whole School Admissions Policy

Whole School Use of Personal Digital Devices Policy