

ST. MARY'S COLLEGE



We nurture. We inspire. We achieve.

UNIFORM POLICY

The term 'College' throughout this Policy refers to St Mary's College, Charlton House Prep School and Charlton Nursery.

Introduction

The Governors of St Mary's College believe that smart attire is an essential part of the ethos of the College.

All students are required to wear College uniform. For the purposes of this policy, attire for all years shall be referred to as 'College uniform'. In determining the uniform the College will seek the views of staff, and pupils. Their views will be considered and taken into account.

The College Clothing Regulations are as follows.

The College reserves the right in all these matters to decide what is and what is not acceptable. If parents or pupils require further clarification on any of the regulations below they should contact the College.

Unless indicated with a * items **must** be purchased from the College suppliers, www.stevensons.co.uk

General appearance

- Full uniform should be worn to and from college at all times unless the Head teacher has decided otherwise.
- Appearance must in all respects be smart and suitable for attendance at a place of work or study
- Pupils are required to wear College uniform on all College occasions, unless directed otherwise.
- Extravagant styles and colours will not be permitted. Hair styles, footwear and outdoor clothing must be in keeping with these general principles.
- Hair should appear neat and tidy at all times. Hair colour must look natural.
- Facial hair is not permitted.
- Clothing should not be unclean or in a poor state of repair. Shirts should be of a suitable length so that they may be worn tucked in at all times.
- Skirts and trousers should be worn around the waist.
- Garments worn under shirts or blouses must be plain white and not visible above the shirt/blouse collar, below the end of the sleeve or the bottom of the blouse.
- All clothing and other items must be clearly marked with the owner's name

General dress for boys

	Notes
Navy blue Boy's Blazer	Blazer has a College badge embroidered on the breast pocket (Charlton House) or on the lapel (St Mary's College).
College tie	
College sleeveless sweater	Sleeveless Sweater CH - red with blue trim SMC - blue with red trim).
White shirt	Must be properly tailored, suitable for wearing with a tie and worn tucked in at all times. Top button must be fastened. Winter – long sleeves. Summer – short sleeves.
Plain, charcoal grey trousers	Obtained from Stevensons
Plain black socks*	
Plain black shoes*	Must be suitable for College use. Extravagant styles, trainers or suede should not be worn.
Jewellery	The only item of jewellery allowed is a watch.
Blue and Red school cap.	

General dress for girls

	Notes
Navy blue girl's blazer	Blazer has a College badge embroidered on the breast pocket (Charlton House) or on the lapel (St Mary's College).
White reverse collar blouse	Winter – long sleeves. Summer – short sleeves. (for Charlton House see below)
College pinafore/skirt	To be worn on or below the knee but no longer than mid calf Pinafore CH Yr N–2. Skirt CH Yr 3-6. SMC Yr 7-11.
College sleeveless sweater	Sleeveless Sweater CH - red with blue trim SMC - blue with red trim.
College red cardigan	Winter - Nursery to Year 2 only. Summer – CH only.
Socks or tights	Navy blue cotton tights or plain navy ankle socks – CH Navy blue opaque tights or plain navy ankle socks – SMC
Plain black shoes	Must be suitable for College use. Extravagant styles, trainers or suede should not be worn
Blue and Red winter hat and summer boater.	
No Jewellery – Charlton House.	
No jewellery apart from one pair of small ear studs may be worn at St Mary's College. The studs are to be worn one in each lower lobe.	
Nails must not be coloured.	
Discreet make-up only may be worn in Years 10 and 11.	
Girls who cycle to and from College may wear tracksuit trousers for the journey. They must change immediately in to their College skirt on arrival, and change in to trousers only just before they depart College.	

Summer uniform

Charlton – Yrs N-6 girls will wear a summer dress, red cardigan and short white socks. .

Yr N-4 boys will wear charcoal grey shorts obtained from Stevensons and a short sleeved shirt.

Yr 5 & 6 boys may wear short or long trousers obtained from Stevensons with a short sleeve shirt.

For summer uniform boys may be given permission from the Head Teacher to remove their blazer and tie. The top button of their shirt may be undone when the tie is not worn. Shirts should remain tucked in.

A blazer may not be worn without a tie.

For summer uniform girls may be given permission from the Head Teacher to remove their blazer.

Physical education and games

Boys

	Notes
Training shoes *	CH – 90% white (or white plimsolls) SMC - Non marking, non-fashioned or stylised,
Short white socks *	PE and Games (Not trainer socks / ankle socks – see Stevensons website for a suitable example)
Long navy blue with red trim socks	PE and Games
Navy blue shorts	Two pairs recommended: one for PE and one for games.
Navy blue polo shirt	PE and Games
Games Jersey (Reversible)	To be used in school football and rugby fixtures and house football and rugby competitions.
College tracksuit	This comprises navy College tracksuit bottoms and tracksuit top
Football boots*	With aluminium studs that conform to IRB regulations or moulded rubber studs (plastic studs are not permitted) Optional for KS2 at CH. SMC and Year 6 Compulsory.
Shin pads*	Compulsory in school fixtures and house competitions.
Gumshield*	SMC only. Compulsory in rugby lessons and house competitions.
Scrumcap*	SMC only. Optional for house rugby or school fixtures.
Protective box for cricket*	SMC only. Compulsory for school fixtures.
Navy PE Bag	CH
Sports kit bag*	SMC
Predominantly white or navy sun hat*	Optional
Cricket shirt and trousers – items purchased from College.	SMC only. Compulsory for students selected for College cricket teams – voluntary for other students.
Cricket slipover (jumper) – item purchased from College.	SMC only. Optional, if purchased with Cricket shirt and trousers, a discount is offered.

Girls

	Notes
Training shoes*	CH – 90% white (or white plimsolls) SMC - Non marking, non-fashioned or stylised,
Short white socks*	PE and Games (Not trainer socks / ankle socks – see Stevensons website for a suitable example)
Long navy blue with red trim socks	PE and Games
Navy blue shorts	CH Yr N-2 & SMC
Navy skort	CH Yr 3-6 & SMC
Navy blue polo shirt	PE and Games (2 options – either high cut or low cut sleeves)
Games Jersey (Reversible)	To be used in school football and rugby fixtures and house football and rugby competitions.
College tracksuit	This comprises navy College tracksuit bottoms and tracksuit top
Shin pads*	Compulsory in school fixtures and house competitions.
Gumshield*	SMC only. Compulsory in rugby lessons and house competitions.
Scrumcap*	SMC only. Optional for house rugby or school fixtures.
Navy PE Bag	CH
Sports kit bag*	SMC
Predominantly white or navy sun hat/cap *	Optional
Cricket shirt and trousers – items purchased from College.	SMC only. Compulsory for students selected for College cricket teams – voluntary for other students.
Cricket slipover (jumper) – item purchased from College.	SMC only. Optional, if purchased with Cricket shirt and trousers, a discount is offered.

*These items do not have to be bought from Stevensons

Further information: Any parent in doubt about the above items should consult the College.

Responsibilities

It is the Head Teacher's responsibility to ensure that the College Uniform Policy is implemented and maintained. The Head Teacher will also determine any questions of compliance with the regulations.

The Head Teacher delegates particular responsibilities concerning College uniform to the key pastoral staff.

All members of staff have a responsibility to ensure students comply with the Clothing Regulations. Members of staff should report a student to his/her class teacher/form tutor for repeated non-compliance with the regulations.

If a pupil is required for reasons relating to their religion to wear an item or to adopt an appearance that might be interpreted as being in contravention of these regulations, the Head Teacher will consider the circumstance on receipt of a written communication from a person of authority in the religious community. However, the face is required to be visible at all times. Variations to uniform will also be considered on receipt of medical advice.

Sanctions

For minor breaches of the regulations a student shall be warned about their non-compliance with the regulations and asked to remedy the situation: for example, to get a haircut or have a shave. For repeated minor breaches students could expect a detention.

For major breaches of the regulations a pupil may receive a detention and/or placement on Uniform Report. The pupil may also be asked to leave the College premises to remedy the breach. This should be for no longer than is necessary to remedy the breach. This will not be considered to be exclusion but an authorised absence. However, if the pupil continues to breach uniform rules this will become a disciplinary issue and appropriate action will be taken including, if required, suspension or exclusion as defined in the College's Pastoral and Discipline Policy. In all such cases, parents will be notified.

Breaches of the Clothing Regulations

Examples of minor breaches of the Clothing Regulations are:

- Top button undone
- Wrong colour socks
- Shirt untucked
- Skirt too short or improperly worn
- Incorrect blouse
- Jewellery worn other than one pair of ear studs
- Undergarments the wrong colour or overtly visible
- Ill-fitting shoes
- Long hair (boys)
- Facial hair (boys)
- Coloured nails
- Incorrect PE or Games kit
- Unacceptable amounts of make-up

Examples of major breaches of the Clothing Regulations are:

- Shaved head
- Unnatural hair colouring
- Offensive clothing

Complaints: The College's complaints policy and procedures shall be followed.

Reviewed	Reviewed	Reviewed
20/06/14 DO/CL	23/10/14 DO	02/03/15 DO
28/10/15 DO/DCN	01/03/16 DCN	NOV 16 DO/GOVS