



# Altrincham Grammar School for Girls

Bright Futures EDUCATIONAL TRUST

Name:	School Uniform & Equipment Policy
Approved by:	Governors – TLB&S Committee
Policy Created:	
Date of review	2 years
Update Approved:	September 2016
All policies are available to stakeholders either on the school website or upon request from the school office.	

## PRINCIPLES

### **The School Uniform & Equipment Policy is committed to and guided by the principles of:**

The School believes in a policy of full school uniform for all students in Years 7 to 11 and a dress code for students in Years 12 and 13 in maintaining the very highest standards of dress and appearance appropriate to the workplace. These standards will be best achieved by the by the full commitment of all students, staff, parents/carers and governors to the following agreed principles and practices:

## PURPOSE

### **The aims of this School Uniform & Equipment Policy are to:**

Our aim is simply to give all students the opportunity to look both smartly and appropriately dressed for the workplace, in a style that is of reasonable cost and durability. Parents/carers, pupils and students are urged to note and follow the spirit as well as the letter of the School Uniform Policy.

## POLICY

### **1. Basic Uniform for Main School Pupils: Years 7 -11.**

1. Navy, knee length, pleated skirt (wide knife pleats, sewn down from waist all round). Please note, the skirt is to be no more than 5cm above the knee.
2. Navy, school approved trousers with the school badge on the left side pocket. Please note, the trousers are to be ankle length and must not be worn with a rolled up hem.
3. White, open-necked blouse with revers and inset sleeves (regulation style) or the fitted blouse with an open neckline and three quarter sleeves. Shirt must not show below the pullover.
4. V-necked navy blue pullover with green and yellow stripes at the cuff and V-neck. Pullover cuffs must not be frayed/pulled or visible below the blazer sleeves.
5. Plain opaque tights in black. Plain white or navy socks, knee or ankle length, may be worn instead of tights.
6. Black shoes with no decorative adornment. Shoes must have low, sensible heels and sole no higher than 5cms from where the heel touches the floor. They must be well-fitted with adequate support for growing feet. Shoes should be of a formal shoe-style. Boots, trainers, trainer-type shoes, canvas pumps or sandals of any variety may not be worn in school.
7. If a pupil, for religious and/or cultural requirements, wishes to use modest dress for her school uniform, she may wear a skirt down to her ankles, but the skirt must give room for adequate movement. Under the skirt she may wear plain black opaque tights. She may also wear the school approved **plain**, navy blue headscarf, without any fringing, with the school badge worn to the side and which must be securely fastened. The regulation school blouse, jumper and blazer are also part of this modest dress code.



	<p>8. Variations in clothing will not be permitted unless, and until, the Governing Body has given its approval.</p> <p>Please note that items 1, 2, 3 and 6 are available, in the correct style and colour, from the school outfitters.</p>
<b>2.</b>	<p><b>Outdoor Uniform</b></p> <ol style="list-style-type: none"><li>1. Dark, navy blue blazer with school badge.</li><li>2. Plain, dark navy or black overcoat (denim / leather jackets are not acceptable).</li><li>3. Scarf in plain, dark navy or black or the official school scarf.</li><li>4. Hooded tops, of any type, must not be worn to or from school or on the school site.</li><li>5. Sweat shirts, with or without logos, must not be worn to or from school or on the school site.</li><li>6. Please note that item 1 is available, in the correct style and colour, from the school outfitters.</li></ol>
<b>3.</b>	<p><b>Jewellery &amp; Accessories</b></p> <ol style="list-style-type: none"><li>1. No jewellery may be worn other than:<ul style="list-style-type: none"><li>▪ A watch (which must be named).</li><li>▪ A medical bracelet, or tab, if necessary.</li><li>▪ A pair of small, plain, matching gold, silver or metal studs if ears are pierced. Only one stud in each ear lobe.</li><li>▪ Apart from ear studs (as in 3.1.3), no other body piercing jewellery is permitted.</li></ul></li><li>2. Any other jewellery will be confiscated until the end of term. This includes religious symbols which may not be worn as a jewellery item.</li><li>3. No tattoos are permitted.</li><li>4. No make-up is permitted.</li><li>5. No Henna decoration is permitted.</li><li>6. No nail varnish is permitted. Nails must not be coloured or decorated in any way, e.g. with false nails or dye.</li><li>7. Braided hair, fashion hair extensions or coloured hair are not permitted. Hair should be of a uniform, natural shade and not streaked or dyed/coloured in any way.</li><li>8. Hair accessories should be small and discreet, plain navy or black.</li></ol>
<b>4.</b>	<p><b>PE Uniform and Equipment</b></p> <p><b>Compulsory items</b></p> <ol style="list-style-type: none"><li>1. cap sleeve performance panelled sports polo T-shirt in blue, with name embroidered on the front on the right – first name in full and the initial of surname. Approved style only.</li><li>2. Navy blue AGGS shorts. Name tag should be sewn onto the inside label. Approved style only.</li><li>3. Navy blue skorts, with name embroidered bottom right: first name in full and the initial of surname. Approved style only.</li><li>4. Sports trainers, named on inside. Fashion trainers are not allowed.</li><li>5. White socks for all outdoor activities, except hockey.</li><li>6. Plain, navy blue knee length socks for hockey.</li></ol> <p><b>Optional items</b></p> <ol style="list-style-type: none"><li>7. Approved style School tracksuit. Name: name embroidered on the front on the right - first name in full and the initial of surname: on bottoms and top.</li></ol>



# Altrincham Grammar School for Girls

Bright Futures EDUCATIONAL TRUST

	<p>8. Approved style navy blue jog pants and navy blue AGGS sweatshirt may be worn during the winter months (advisable). Name: as for tracksuit.</p> <p>Equipment</p> <p>9. A hockey stick (for autumn and spring terms) and a tennis racquet (for the summer term) are basic PE equipment and each girl must have her own. Such items must be clearly named.</p> <p>10. Pupils are recommended to wear a gum shield and shin pads when playing hockey.</p> <p>11. Advice will be given by the PE staff about suitable sports equipment.</p> <p>12. Navy blue gym wear bag for storing PE uniform. The bag should be made of dark, navy blue material and have double drawstrings. The owner's name should be embroidered or marked on the outside in large letters.</p>
<p><b>5.</b></p> <p><b>5.1</b></p> <p><b>5.2</b></p> <p><b>5.3</b></p>	<p><b>Dance</b></p> <p>Plain, black ankle length leggings. Name tag sewn onto the inside label.</p> <p>PE T- shirt (as 4, no1).</p> <p>Gymnastics and Dance are performed in bare feet.</p>
<p><b>6.</b></p>	<p><b>Other Essential Items</b></p> <ol style="list-style-type: none"><li>1. A strong, sensible bag or rucksack. Bags must be large enough to carry books and/or equipment to and from school.</li><li>2. Handbags / fashion bags or any description are not allowed in school. Pupils will be asked to replace unsuitable bags.</li><li>3. Regulation PVC apron for food technology, available from the school.</li><li>4. Some Art equipment will be recommended by staff when your daughter joins the school.</li><li>5. A pocket French / German / Spanish dictionary.</li><li>6. A sharp scientific calculator</li><li>7. A compass</li><li>8. A protractor</li><li>9. A ruler</li><li>10. A <b>mini</b> Collins/Oxford dictionary/thesaurus.</li><li>11. Coloured pens (inc blue, black, green &amp; red)</li><li>12. Whiteboard pen &amp; whiteboard eraser</li></ol>
<p><b>7.</b></p>	<p><b>Other</b></p> <ol style="list-style-type: none"><li>1. All items of uniform should be clearly named.</li><li>2. Any inappropriate items of uniform or jewellery worn in school, or on the way to and from school, will be confiscated for one school term.</li><li>3. Letters will be sent to the parents/carers of pupils who do not comply with the school uniform.</li></ol>
<p><b>8.</b></p>	<p><b>Basic Uniform for Sixth Form Years 12 &amp; 13.</b></p> <p>The students at Altrincham Grammar School for Girls Sixth Form must wear <b>smart, conventional business attire</b> consisting of:</p> <p><b>A plain navy business suit purchased from our supplier, Monkhouse.</b></p> <ul style="list-style-type: none"><li>▪ Both skirt and trouser options are available and include an option of a modesty skirt.</li><li>▪ Jackets must be worn at all times, unless the weather is exceptionally hot when it must be carried.</li></ul>



	<p><b>Shirt or blouse</b></p> <ul style="list-style-type: none"><li>▪ This shirt can be of the student's choice as long as it is smart and not made from <b>denim, casual checked material or displaying a slogan or a large logo.</b></li><li>▪ Shirt or blouse can be in any colour.</li><li>▪ This shirt or blouse must not be low cut.</li><li>▪ It must not hang below the suit jacket.</li><li>▪ A plain fitted top may be worn.</li><li>▪ Headscarves can be any colour and must be securely fastened.</li></ul> <p><b>Jumper or cardigan</b></p> <ul style="list-style-type: none"><li>▪ These garments may be worn but they must not show below the hem of the blue jacket. No other warm tops are acceptable.</li><li>▪ A cardigan or jumper is not an acceptable alternative to the suit jacket, but can be worn in addition, so long as they do not show below the hem of the jacket.</li></ul> <p><b>Shoes and tights</b></p> <ul style="list-style-type: none"><li>▪ Smart shoes or smart boots may be worn.</li><li>▪ Tights should be suitable for business dress.</li><li>▪ Any type of leggings or 'over the knee socks' are not regarded suitable for business dress.</li></ul> <p><b>Coats</b></p> <ul style="list-style-type: none"><li>▪ Coats may be worn between sites.</li><li>▪ Please note coats must not be worn in Tutor time, in lessons, in the library or in assembly.</li><li>▪ Denim, leather and hoodies are not acceptable as coats.</li></ul> <p><b>Make up, jewellery, miscellaneous</b></p> <ul style="list-style-type: none"><li>• Make up should be suitable for business attire.</li><li>• No visible piercings except in the ears. Earrings should be discreet. Students who have visible piercings elsewhere will be requested to remove the stud or hoop and give to their Tutor. The studs or hoops will be kept in the Sixth Form Office until the end of term.</li><li>• No visible tattoos are allowed.</li></ul>
--	--

<b>9.</b>	<ol style="list-style-type: none"><li>1. The Assistant Vice Principal, Head of Sixth Form, has the final decision upon what is and is not suitable attire for the Sixth Form.</li><li>2. School reserves the right to send home any student who is not properly dressed where she should change into the proper business dress and then return to school the same day to resume her studies.</li><li>3. Variations will not be permitted unless the Governing Body has given its approval.</li></ol>

**Responsibility**

<b>Responsible Staff</b>	Mrs Ogunmyiwa; Mrs Galvin; Other designated staff
<b>Policy administrator</b>	Mrs Ogunmyiwa



# Altrincham Grammar School for Girls

Bright Futures EDUCATIONAL TRUST

Approving body	
<b>School</b>	<p>It is the responsibility of the Principal, staff and Governors to enforce the uniform as part of the day to day running of the school and achieve consistency amongst students. Senior Tutors of Year and Form Tutors are responsible for monitoring the Policy. Non-compliance with the Uniform Policy will be dealt with.</p> <p>Items of non-permitted clothing, jewellery or accessories will be confiscated for one term.</p>
<b>Parents/Carers</b>	<p>Parents/Carers have a duty to send their children to school in the correct uniform.</p>
<b>Preferred School Uniform Suppliers:</b>	
<b>Name:</b>	John McHugh (Stretford) Limited
<b>Address:</b>	10 King Street, Stretford Manchester M32 8AE
<b>Tel:</b>	0161 865 3142
<b>Email:</b>	john-mchugh@btconnect.com
<b>PE Kit and Sixth Form Suit</b>	from Monkhouse in Altrincham
<b>Name:</b>	Monkhouse
<b>Address:</b>	25 Market Street Altrincham Cheshire WA14 1QS 0161 941 7503

This policy should be read in conjunction with other policies which are part of the school's procedures for safeguarding all students

- Behaviour for Learning

## CHANGE HISTORY

Version	Approval Date	Approved by	Changes
	Nov 2012	TL&WB	
	Sep 2013	TL&WB	
	April 2015	TLB&S	