



We understand that there are occasions when students are unable to wear the correct school uniform, we expect Parents/Carers to notify the school either by an email to the Form Tutor or through a note in the planner to explain the situation; giving details of when this will be rectified.

**Students will be challenged by all staff for wearing incorrect uniform. We will follow a stepped procedure for students who consistently breach the school uniform policy.**

<p><b>Step 1</b> – This is a one off occurrence</p>	<p>Staff, ordinarily the Form Tutor, will place a uniform infringement sticker in the student planner. This will inform you that your child is wearing incorrect uniform. Students will be asked to rectify the uniform issue and will understand that it is their responsibility to do so.</p> <p>Parents/Carers may wish to notify the Form Tutor by email or a note in the planner as to when this situation will be rectified.</p>
<p><b>Step 2</b> – This is a continued breach of school uniform policy and/or no notification received from home.</p>	<p>For students who receive a second infringement sticker or where Parents/Carers have not contacted the school to explain the situation. A letter will be sent home notifying them of the infringement and giving notification of a reasonable timescale that has been allowed for the correct uniform to be put in place. Depending on the type of uniform infringement, this may be overnight or some day’s duration.</p> <p>We appreciate support from home in ensuring that the uniform is worn correctly at all times</p>
<p><b>Step 3</b> - Persistent infringement of the school uniform policy and failing to respond to previous notifications.</p>	<p>If, after the previous steps have been taken, students continue to deliberately infringe the uniform code, and/or no notification from home to explain the situation has been received. Students will then be removed from circulation and put in isolation.</p> <p>They will be provided with the work that they would be undertaking in their lessons and will be expected to complete all of their tasks. This is a short term sanction.</p>
<p><b>Step 4</b> – This is when despite steps 1 to 3 above being completed the correct school uniform is not being worn.</p>	<p>In very rare cases, where students do not wear the correct uniform and/or parents do not support the school uniform, the school reserves the right to follow the Welsh Government Guidance laid out below.</p> <p><b>‘Exclusion is not normally an appropriate response to breaches of school uniform/appearance policies. However, where these breaches are persistent and in open defiance of the school’s uniform or appearance policy, and where all other avenues for resolving the uniform dispute have been exhausted, then the school may consider exclusion as a last resort depending on the circumstances of the case.’</b></p>