

# Uniform and Equipment Policy

## 2023 - 2024

Livingstone Academy,  
Bournemouth

<b>Latest version:</b>	Sept 2023	<b>Review period:</b>	1 year
<b>Date of next review:</b>	Sept 2024	<b>Owner:</b>	Principal
<b>Type of policy:</b>	Academy	<b>Approval level:</b>	Board of Trustees / RB

## Contents

<b>Introduction</b>	<b>3</b>
<b>Banned items</b>	<b>3</b>
<b>Academy Uniform</b>	<b>4</b>
<b>Academy PE Kit</b>	<b>5</b>
<b>Shoes</b>	<b>6</b>
<b>Personal Appearance</b>	<b>7</b>
<b>Equipment</b>	<b>8</b>

## Introduction

Our uniform policy encourages a sense of pride, belonging and loyalty to the community of which all students are members. The policy also removes any visible manifestations of inequality. The policy is applied consistently and without exception – ‘every day, every child, no excuses’.

Students are expected to adhere to the policy at all times, including on their journey to and from the Academy. When a student is not in full uniform or expected appearance, they will not be permitted to attend lessons. In such cases, students will, if parents/carers can be contacted and informed and asked to deliver the correct uniform to their child. Alternatively students will be expected to borrow an Academy spare uniform. This will ensure that all students are of correct appearance.

If in any doubt about the details of the uniform policy, and to save time and any unnecessary concern, please contact the Academy. It is better to check than to rely on assurances from students which are often incorrect.

Students must display exemplary behaviour at all times when wearing Academy uniform; they must not bring the Academy into disrepute. The Academy has the legal authority to discipline students in line with our behaviour policy for any misbehaviour that occurs whilst students are wearing our uniform outside of the Academy.

## Banned Items

The Academy is a place of learning and as such we want to ensure that students are always focused and engaged without distractions of unnecessary items. The Academy has the legal power to confiscate any items that it has banned. Any confiscated items can be destroyed. Banned items will be confiscated, regardless of to whom they belong. High value objects such as mobile phones and electronic devices will be kept in a secure place until the end of the confiscation period. Mobile phones will be confiscated for a full week in the first instance. All other confiscated items will be kept until the end of the half term. The rules on confiscation are applied without exception. The following items are banned at the academy:

- Mobile phones\* \*\*
- High value items and electronic items (MP3 players and similar)
- All non-uniform items of clothing, including:
  - Hoodies and non-Academy jumpers
  - Baseball caps
  - Jewellery (with the exception of an analogue watch)\* *Any student wishing to have their ears pierced, must do so during the summer holidays, thereby enabling studs to be removed for practical lessons.*
- Handbags\*
- Fizzy drinks and ‘energy’ drinks
- Glass bottles and containers
- Pointed objects/blades
- Chewing gum
- Toys, laser pens and fidget spinners

- Any item that is deemed by the Leadership Team to disrupt learning
- Any item/substance that is prohibited by law

*\*see separate guidance for Sixth Form*

*\*\*Please refer to 'Bring Your Own Device' Policy where some exemptions may apply*

The Academy will not accept any liability for any claim arising from theft, accidental loss or damage to personal effects, money, belongings or clothing whilst on the premises, even if lost after being confiscated by the Academy. Please do not wear them or bring them to the Academy if they are not allowed.

## Academy Uniform

All children are expected to wear our school uniform to school every day. All uniforms must be kept smart and clean.

Item	Description	Further requirements	Retailer
Blazer (Y1-Y11)	Black / Grey Crested Academy Blazer	To be kept in a smart, clean appearance and worn during the day, as well as to and from the Academy, unless directed otherwise by staff.	Brigade
School tie (Y1-Y11)	Livingstone Academy tie	Must be an official Academy school tie	Brigade
Shirt (Y1-Y11)	White with collar	Must be a long-or short-sleeved white school shirt that is pressed, tucked in with waistband visible and fully buttoned.	Any
School polo shirt (R ONLY)	Black Crested Academy Polo Shirt	Must be the official Academy crested polo shirt.	Brigade
Black v-neck jumper	Plain black, v-neck knitted jumper	Must be plain black, v-neck and of knitted material. Jumper must not be tucked in.	Any
Trousers	Black school trousers (or shorts in the summer)	Trousers must be tailored, full length - must reach to the shoe but may not drag on the ground, plain black, classic style made of school conventional material (polyester/viscose in the majority). Any belts should be black. (No khakis, jeans or dungarees. No utility loops or patch pockets, extra zippers, Velcro, or extra seams.) Neither oversized, baggy trousers nor tight ("skinny") trousers will be permitted. Trousers should be worn at the waist (and no boxers or undergarments may be visible). Shorts must be worn at the waist and sit on the knee. Acceptable fabrics for the shorts are cotton, polyester, or poly-blend. No utility loops or patch pockets, extra zippers, Velcro, or extra seams. Dress belts with a simple clasp	Any

		or open buckle designs are acceptable.	
Skirts or pinafores	Black	Plain black school skirt or pinafore dress, straight in shape or pleated, made of school conventional material. Skirts must be worn at the waist with the waistband visible at all times. When properly adjusted at the student's waist, the skirt hem should be touching the top of the knee. Skirts may be longer if desired.	Any
Summer dress (optional for R Only)	Blue checked school summer dress	Only to be worn in summer terms.	Any
Tights or socks	Black	Plain black ankle socks. Knee high socks are not permitted. Plain black tights – minimum of 60 denier. Socks must not be worn over tights. <b>Tights must be free of holes or tears.</b>	Any
Shoes	Plain black leather or vegan alternative / simulated leather smart school shoes <b>(must be possible to polish)</b>	To be kept in a good condition, clean appearance and worn during the day, as well as to and from the Academy. Laces, soles and stitching must be black. Velcro closures are acceptable, however trainer-like shoes are not (see photos for examples). Shoes must finish beneath the ankle (no boots or high tops), with a 1.5 inch or less heel (measured at back of heel) and low sole. Sequined shoes are not uniform attire.	Any
School bag	Book bag (YR – Y2) Backpack / satchel (Y3-Y11)	Official black Academy school bag which has the Livingstone logo on it or Plain Black, non-branded ruc-sack or shoulder bag.	Brigade / Any
Headscarf	Plain black	Only if worn for religious reasons.	Any
Hair accessories: elastics, bobbles, clips	Black or white	Hair should be neatly combed or styled. Hair must be natural looking and conservative in its colour and cut (no unnatural streaking/highlighting, no artificial jetblack colouring, and no unnatural colours). Hair may not change colour during the school year.	Any
Coat	Blue or black	To be kept in a smart, clean appearance. No knitted tops, cardigans, jumpers, sweatshirts, tracksuit tops, sleeveless or hooded tops, or denim jackets.	Any
Hat, Scarf, Gloves	Blue or black	To be kept in a smart, clean appearance. No obvious branding.	Any

## PE Kit

Children are expected to bring a PE bag to school with PE Kit in.

Item	Description	Retailer
PE Polo Shirt	Black with the academy logo, only as supplied by our uniform supplier. These should be modest, loose fitting, in good repair (no holes, torn sleeves, etc.) should be worn either tucked in or well over the waist of the trousers/shorts if not tucked in. No midriffs may be shown.	Brigade
PE Shorts	Plain black PE shorts (no pockets). Shorts should be worn at the waist and should be approaching the knee but not below the knee. No short-shorts or long baggy shorts may be worn. No boxers or undergarments may be visible.	Any
PE Socks	White ankle socks (YR-Y11). Plain black football socks (Y7-Y11).	Any
PE Trainers	Laced trainers. Trainers must have non-marking soles. Children may also do indoor PE in bare feet. Trainers must be athletic in nature and appropriate for partaking in sports, converse and vans style shoes are not suitable.  Children will also be required to have football boots for lessons in the Winter months at Meyrick Park.	Any
PE Bag	Academy drawstring PE bag, black with logo, only as supplied by our uniform supplier.  Other bags, including holdalls and carrier bags are not permitted.	Brigade
PE Jumper	Plain black, this must not be a hoodie.	Brigade
PE bottoms	Plain black sports leggings or plain black jogging bottoms. No logos or side stripes. Trousers should be worn at the waist and full length, no side pockets, zips or fastenings are permitted. No boxers or undergarments may be visible.	Any

## Shoes

The only acceptable footwear is black leather-fronted school shoes. This also includes on the journey to and from the academy. Coloured laces and stitching are not allowed. Coloured tags (e.g. Kickers) are not allowed.

### Acceptable shoe examples



### Unacceptable shoe examples



## Personal Appearance

Hair	<p>Individual fashion statements or overly-styled haircuts are not permitted.</p> <p>Hair should be neatly combed or styled.</p> <p>Hair must be natural looking and conservative in its colour and cut (no unnatural streaking/highlighting, no artificial jetblack colouring, and no unnatural colours). Hair may not change colour during the school year. Accommodations for religious reasons are permitted.</p> <p>Tram lines or shapes of any size or depth shaved in the hair and/or lines or shapes shaved in eyebrows are not permitted.</p> <p>Shaved heads are not permitted.</p> <p>No decorative attachments to braids or extensions are to be worn in the hair.</p> <p>Only black or white hair accessories are allowed.</p> <p>Hair bands must be a maximum of 5cm width.</p> <p>Beards and sideburns should not be excessive.</p>
Appearance	<p>No visible makeup is permitted, e.g. lip gloss, mascara, eyeliner, eyebrow pencil, eye shadow, nail varnish, nail decorations or extensions.</p> <p>Fake tan is not permitted.</p> <p>Tinted or cosmetic contact lenses and decorative dental wear are not permitted.</p> <p>Baseball caps and bandannas are not allowed indoors.</p> <p>Winter hats must be removed inside the building.</p>
Jewellery	<p>No jewellery is allowed, except for one wrist watch (no smart watches, please).</p> <p>Earrings are allowed - one pair of matching stud earrings, no other body piercings are permitted, Studs must be worn on the ear lobe and cannot hang below the ear lobe. They must be non-distracting and novelty earrings are not uniform attire. <i>Any student wishing to have their ears pierced, must do so during the summer holidays, thereby enabling studs to be removed for practical lessons.</i></p> <p>No rings, necklaces, bracelets or any other jewellery items are permitted.</p> <p>Nose studs, other forms of body piercing or visible tattoos are not permitted.</p> <p>No accessories are to be worn around the neck, wrists, and ankles or attached to clothing</p>
Valuables	<p>Large amounts of money and expensive personal effects should not be brought on site.</p> <p>Money should be kept in a purse or wallet.</p> <p>Mobile phones, personal stereos, MP3 players, pagers, headphones, computer games etc. must not be brought on site</p>



Jumpers	No pullovers, cardigans, sweatshirts, hoodies or waistcoats are permitted, other than the plain black v-neck jumper under the Academy blazer. Or the plain back PE sweatshirt over the top of the PE polo top when undertaking PE lessons.
Religious dress	Some families may wish their daughters/sons to wear an amended uniform for reasons of religious conviction. In these cases, a student may wear a salwar kameez with appropriate academy trousers and with the academy blazer also worn. Alternatively, a student may wear an abaya (hoodless only) which should be one piece and have a full academy uniform worn with it (academy trousers/skirt underneath and academy jumper and blazer also worn). Please notify the head of school prior to wearing these or any uniform alteration. Should these options be taken, they should be plain black. No other variations on academy uniforms will be permitted.

**If an item of dress or appearance is deemed incongruent with the standards of the Academy, the student must alter their dress or appearance in accordance with the Academy's directive.**

## Equipment

### Reception - Year 2

Students should always bring to the Academy:

- Their reading book
- Their homework (if applicable)
- A lunchbox (if not having school meals)
- Water bottle (water only)

### Year 7 – Year 11

In order to ensure that students are prepared to learn and valuable time is not wasted at the start of every lesson it is vital that students are prepared. A simple checklist is given below and the expectation is that every student has the correct equipment with them at all times.

- A pencil case containing the following:
  - Black biro
  - Green biro
  - Pencil
  - Eraser
  - Clear, plastic ruler
  - Colouring pencils (preferable)
- Reading book