

Brentwood Ursuline Convent High School



Uniform Policy

Authorised by Resolution of the Governing Body of the Brentwood Ursuline Convent High School on 1st July 2026

Signature:

Effective date of the policy: 1st July 2026

Review date of policy: July 2029

This policy is written in the light of the school mission statement.

Brentwood Ursuline Convent High School aims to provide excellence in education. To achieve this aim our students need to have a strong sense of belonging to our community. We recognise that good understanding and practice of school uniform requirements are part of the Ursuline experience. We believe that a high level of presentation will prepare students for when they take their place in the wider world.

The school uniform at Brentwood Ursuline is an important sign of our identity. Wearing the uniform smartly and with pride unites the school community in a sense of purpose that is beneficial both to the individual student and to the school. Uniform has also traditionally been a way of allowing all of our students, regardless of personal circumstances, to be equal. When the correct uniform is worn, it signals that all students are valued members of the school community, 'united together, all of one heart and one will.' (St Angela's Prayer)

This policy aims to ensure that school uniform expectations are clear, consistent and affordable for all families, in line with Department for Education statutory [guidance](#).

We are committed to maintaining high standards of presentation while ensuring that uniform requirements are reasonable, practical and represent good value for money for parents and carers.

We will ensure that:

- Uniform expectations are clearly communicated, including which items are compulsory or optional, seasonal requirements, and where branded items are necessary
- Branded items are limited to those that are necessary to maintain the school's identity and standards
- Required uniform items are reasonably priced, durable and offer the best value for money
- Parents are provided with clear guidance on where uniform items can be purchased, including an annual second-hand uniform sale.
- Appropriate support is available for families facing financial difficulty

To help limit costs, we will:

- Carefully consider whether distinctive or branded items are necessary and keep these to a minimum
- Avoid unnecessarily specifying items that could reasonably be purchased from a range of suppliers, such as coats, bags, and shoes
- Avoid promoting branded items for extra-curricular activities where these are not essential
- Keep changes to uniform requirements to a minimum and give reasonable notice of any significant changes
- Take account of parent and pupil views when reviewing or making significant changes to the uniform policy

Where and how to purchase school uniform items

School Uniform Supplier: Red Oak School Wear
4 Buckwins Square,
Burnt Mills Industrial Estate,
Basildon SS13 1BJ
Phone: 01268 725630

- Information about second-hand uniform will be published on the school website and shared with parents at the start of each academic year.
- Full details of the school uniform requirements are set out in the Appendices to this policy.
- The Appendices will clearly identify which items are compulsory and which are optional. It will also outline which items must be purchased from the school's approved uniform supplier.
- See Appendix 1 and Appendix 2 for details of school uniform items.

Expectations for our school community:

Students

Students are expected to wear the correct school uniform at all times (except on specified non-uniform days), including when:

- On the school premises
- Travelling to and from school
- At out-of-school events or on trips that are organised by the school, or where they are representing the school (if required)

Students should speak to their Head of Year or the Deputy Headteacher if they wish to request consideration of an amendment to the uniform policy in relation to their protected characteristics.

See Appendix 1 and Appendix 2 for details of school uniform items.

Parents and Carers

Parents and carers are expected to ensure that their child has the correct school uniform and PE kit, and that every item is:

- Clean
- Clearly labelled with the student's name
- In good condition and fit for purpose

Parents and Carers should contact their child's Head of Year or the Deputy Headteacher if they wish to request consideration of an amendment to the uniform policy in relation to their child's protected characteristics.

Parents are expected to lodge any complaints or objections relating to the school uniform in a timely and reasonable manner. The school will work closely with parents to seek a reasonable and appropriate resolution.

Staff

Staff will monitor students to ensure that they are wearing the correct uniform and will give students and families the opportunity to rectify any breaches of the policy. Where concerns persist, staff will refer the matter to the Head of Year or Deputy Headteacher.

Ongoing breaches of the uniform policy will be managed by the student's Head of Year.

Where non-compliance may be linked to financial hardship, staff will take a sensitive and supportive approach to resolving the situation.

Governors

The governing board will review this policy and make sure that it:

- Is appropriate for the context of our school
- Is implemented fairly and consistently
- Provides a uniform that is appropriate, practical and safe for all pupils
- Takes account of statutory guidance on affordability and best value for money for families

The Governing Board will also ensure that uniform supplier arrangements are regularly reviewed, with cost, quality and value for money given due consideration.

Links to other policies

This policy is linked to our:

- Behaviour and Discipline Policy
- Equality Policy
- Anti-bullying Policy
- Complaints Policy

Appendix 1

UNIFORM REQUIREMENTS FOR YEARS 7 – 11

Branded and distinctive uniform items should be purchased through the school's approved uniform supplier.

Where non-branded items are permitted, these must meet the school's specified colour, style and quality requirements to ensure consistency and maintain high standards of presentation.

ITEM		Requirement		AVAILABLE FROM SCHOOL UNIFORM SUPPLIER?
		REQUIRED	OPTIONAL	
Blazer	BUCHS branded School Blazer	✓		✓
Skirt	Dark brown, kilt style skirt with sewn down pleats to the back and a flat panel to the front. The skirt should be a poly/viscose mix making it hard wearing and should be knee length.	✓		✓
Blouse(s)	Revere collar yellow school blouse. <i>Note: from September 2022 a plain yellow blouse was introduced for Year 7 and the striped yellow blouse is being phased out.</i>	✓		✓
Pullover	Dark brown, V-neck pullover, acrylic/cotton blend. <i>Note: from September 2026 a plain brown pullover was introduced for Year 7 and the pullover with neck-piping is being phased out.</i>	✓		✓
Tights	Plain, thick brown or thin brown. No patterned tights	✓		
OR	OR			
Socks	Plain white ankle socks, no logos or branding (no long socks)			
Shoes	Flat, plain, dark brown or black shoes, in the style of a traditional school shoe (no high-heels permitted)	✓		
Coat	A plain, practical coat with no prominent logos, suitable to wear over the blazer and in keeping with the spirit of the school uniform. The jacket from the PE tracksuit can be worn as a school coat.		✓	
Scarf	School scarf or black / brown scarf (outdoors only)		✓	
Gloves and Hat	Plain black or brown hat and gloves (outdoors only)		✓	
School Bag	Plain black, brown, navy bag large enough to take A4 files		✓	

PE/DANCE UNIFORM REQUIREMENTS FOR YEARS 7 – 11

Branded and distinctive uniform items should be purchased through the school's approved uniform supplier.

Where non-branded items are permitted, these must meet the school's specified colour, style and quality requirements to ensure consistency and maintain high standards of presentation.

ITEM		Requirement		AVAILABLE FROM SCHOOL UNIFORM SUPPLIER?
		REQUIRED	OPTIONAL	
PE top	Branded French navy dri-fit top, with House name printed on the back in house colour. A student's initials can be added by the School Uniform Supplier, if desired. <i>Note: from September 2026 the Yellow polo-shirt and separate House top are being phased out and replaced with the single PE top.</i>	✓		✓
PE Tracksuit	Branded French navy zip jacket (with fold-away hood) and matching trousers. A student's initials can be added to both the jacket and the trousers by the School Uniform Supplier, if desired. Jacket and trousers can be purchased as separate items in order to mix-and-match sizing. <i>Note: from September 2026 the royal-blue hoodie is being phased out.</i>	✓		✓
Shorts	Plain, French navy unbranded sports shorts, which match the school PE top and tracksuit. No other shorts approved. <i>Note: from September 2026 the royal blue shorts are being phased out.</i>		✓	✓
Short Socks	Short white ankle socks. We discourage branding or logos.	✓		
PE Bag	Dark coloured bag suitable for PE (not a carrier bag)	✓		
Trainers	One pair of white / black running trainers (with non-marking soles). No fashion trainers.	✓		
Football Boots	Moulded football boots, shin pads and boot bag for autumn term only. No metal studs permitted. Old trainers can be worn as an alternative.		✓	
Football socks	Plain, navy football socks.			
DANCE UNIFORM REQUIREMENTS FOR YEARS 7 – 11				
Leggings	Black only	✓		
Leotard	Black only (long sleeved, short sleeved or sleeveless)	✓		
T-shirt	Plain black t-shirt is optional in winter months in addition to a leotard.		✓	

NOTES REGARDING SCHOOL UNIFORM

All items to be marked clearly with student's name as items that are clearly marked are more easily returned if lost.

PE/Dance Kit should not be left overnight in the classroom. Students may change only in the changing rooms provided near the Gym, Sports Hall and the Dance Studio and should change into normal uniform before going to class or home.

JEWELLERY & MAKEUP REQUIREMENTS FOR YEARS 7 – 11

- Only very discreet makeup is permitted. If items such as false eyelashes are noticed, students will be required to remove them.
- A wristwatch, thin neck chain and a maximum of two pairs of small, flat stud earrings
- A simple small flat ring
- No bracelets or anklets
- No nail varnish or acrylic nails
- Extremes of hair-style are not permitted, including those with extreme variations in length. The school reserves the right to determine what constitutes an 'extreme' hairstyle.
- Hair bands should be plain and dark.
- Hair-dying is discouraged and non-natural colours (including non-natural coloured artificial extensions) are not permitted.

THE SCHOOL RESERVES THE RIGHT TO DECIDE ON 'DISCREET' AND 'EXTREME'.

SANCTIONS FOR BREACH OF UNIFORM RULES

If uniform rules have been breached, contact home will be made to enable parents to rectify the uniform infringement, and a sanction will be issued.

Persistent or extreme infringement will result in Senior Leadership Team intervention and this may include further parental contact, withdrawal from lessons and / or the student being sent home until the uniform infringement is put right.

Appendix 2

UNIFORM REQUIREMENTS FOR SIXTH FORM

Students may continue to wear the existing school uniform in the Sixth Form and the following uniform options are available to all Sixth Form students.

Branded and distinctive uniform items should be purchased through the school's approved uniform supplier. Where non-branded items are permitted, these must meet the school's specified colour, style and quality requirements to ensure consistency and maintain high standards of presentation

VERSION A

ITEM		Requirement		AVAILABLE FROM SCHOOL UNIFORM SUPPLIER?
		REQUIRED	OPTIONAL	
Blazer	BUCHS Branded School Blazer	✓		✓
Skirt	BUCHS dark brown, straight knee length school skirt	✓		✓
Blouse	White school blouse	✓		
Pullover OR Cardigan	BUCHS dark brown, V-neck pullover, acrylic/cotton blend. OR BUCHS brown cardigan		✓	✓
Tights OR Socks	Plain, thick brown or thin brown. No patterned tights OR Plain white ankle socks, no logos or branding (no long socks)	✓		
Shoes	Black formal shoes. No stilettos or extremes of heel/sole height.	✓		

VERSION B

ITEM		Requirement		AVAILABLE FROM SCHOOL UNIFORM SUPPLIER?
		REQUIRED	OPTIONAL	
Blazer	Black formal, tailored blazer.	✓		
Trousers	Plain black, full length, straight, tailored trousers. (No jeans, leggings, jeggings or anything too tightly fitted)	✓		
Shirt / Blouse	White school blouse (no tie required) or White formal school shirt (tie required)	✓		
Tie	Plain, brown tie to be worn with formal shirt collar	✓		
Pull-over	Smart, plain V-neck black pull-over. No sweatshirt material. No zips.		✓	
Socks	Plain black ankle socks, no logos or branding.	✓		
Shoes	Black formal shoes. No stilettos or extremes of heel/sole height.	✓		

Examples of Version B can be seen on the following page

SIXTH FORM JEWELLERY & MAKEUP

- Subtle/discreet makeup may be worn.
- Subtle/discreet nail varnish may be worn. Gel or acrylic nails are not permitted.
- Nails to be kept at a safe and professional length.
- Subtle/discreet jewellery may be worn (no dangly earrings, maximum of two piercings in each ear). No other embellishments to be worn.
- No facial or body piercings to be visible, including nose studs and tongue piercings.
- Extremes of hair-style are not permitted.
- Hair-dying is discouraged and non-natural colours are not permitted.
- No forms of tattoo or body art are permitted, including on face, neck, arms or hands.

THE SCHOOL RESERVES THE RIGHT TO DECIDE ON 'SMART', 'DISCREET', 'SUBTLE', 'EXTREME', 'SAFE' AND 'PROFESSIONAL'.

Persistent or extreme infringement of uniform rules will result in Sixth Form Leadership Team intervention and this may include parental contact, withdrawal from lessons and / or the student being sent home until the uniform infringement is put right.

Examples of Sixth Form Uniform, Version B:

