
Belfast Royal Academy

per vias sapientiae



Uniform and
Appearance Policy
June 2024

Title	Uniform and Appearance Policy
Summary	Guidance for pupils, parents and all members of staff to allow for consistency in relation to the expected standards of uniform and appearance of all pupils in the School.
Purpose	To ensure that pupils and their parents are aware of expectations in relation to pupil appearance and uniform.
Operational Date	June 2024
Next Review Date	August 2027
Author	Vice Principal (Pastoral)
To be posted on School website	Yes
Date and version posted (if applicable)	September 2024

Related documents:

- Positive Behaviour Policy
- Pupil Responsibilities Document
- Mobile Phone and Electronic Devices Policy
- Honours Policy

INTRODUCTION

Belfast Royal Academy takes pride in our pupils' appearance, and we believe that our school uniform is an important part of creating a sense of belonging to the School, as well as setting the high standards we expect from all of our pupils.

This policy has been updated following extensive consultation with all members of the school community, including our Pupil and School Councils, to increase inclusion, and to try to mitigate the 'cost of living crisis'. It is expected that all pupils will understand the policy and adhere to the information regarding what constitutes acceptable uniform and appearance in school.

All pupils are encouraged to wear their uniform with a sense of pride. Members of staff have high expectations for pupils in relation to their appearance and with regards to them all wearing the uniform correctly.

Belfast Royal Academy appreciates the co-operation, support and understanding of parents/guardians in upholding our high standards regarding uniform and appearance.

AIMS

This policy aims to:

- Ensure that all pupils and their parents/guardians understand what is expected and accepted by the School in terms of uniform and appearance;
- Outline the steps that the School will take to ensure compliance with the policy;
- Make clear the roles and responsibilities of all members of the school community in ensuring that the highest standards are upheld in respect of uniform and appearance.

ROLES AND RESPONSIBILITIES

Pupils

This policy has been created following extensive consultation with the pupils of the school.

Therefore, pupils must ensure that they understand:

- The correct uniform to be worn;
- The correct way in which uniform is to be worn;
- What is/is not acceptable to the School in terms of pupil appearance.

Pupils should ensure that they are fully aware of the Uniform and Appearance Policy.

If a pupil is unsure about whether a planned change to their appearance will be acceptable to the school, it is their responsibility to seek clarification from their Head of Year in the first instance.

Prefects hold positions of responsibility and are role models to other pupils in the school and therefore their uniform and appearance should be immaculate.

Parents/Guardians

Parental co-operation is indispensable in ensuring that pupils present themselves suitably for school, in keeping with our regulations. Therefore, the School would ask for parental support in promoting the importance of uniform and appearance.

Parents and guardians are asked to familiarise themselves with the Uniform and Appearance Policy before purchasing items of uniform for their child/ward. Parents/guardians should contact School (Head of Year in the first instance) if they have questions or queries regarding any aspect of school uniform or appearance.

Pupils seeking temporary permission to wear to school some article of clothing that does not conform with the regulations e.g. if clothing has been damaged, should bring a note from home to their Head of Year. The Head of Year will supply a covering note.

All articles of clothing and games equipment should be clearly marked with the owner's name. This is especially important with training shoes and other items of P.E. equipment.

Financial support towards uniform costs is available from the Education Authority (EA).

All parents/carers seeking to apply for this are required to apply on-line via the EA website:

<https://www.eani.org.uk/financial-help/free-school-meals-uniform-grants>

The allowance is open to parents/carers whose child/children attend a school in Northern Ireland and who receive one of the following benefits:

- Income Support;
- Income Based Jobseeker's Allowance;
- Income Related Employment and Support Allowance;
- Guarantee Element of State Pension Credit;
- Child Tax Credit or Working Tax Credit with an annual taxable household income of £16,190 or less;
- Universal Credit with net household earnings not exceeding £14,000 per year; or where the parent/guardian is an Asylum Seeker supported by the Home Office Asylum Support Assessment Team (ASAT).

Belfast Royal Academy, in conjunction with Friends of the Academy, operates a 'Pre-loved' uniform sale two or three times a year. These events are publicised through our normal communication channels.

Staff

All staff will ensure that the School's expected standard is always upheld in respect of uniform and appearance, and will challenge a pupil if they feel that an aspect of the pupil's uniform and/or appearance falls outside of the expectations of the School.

Regular uniform checks will take place under the direction of the Head of Year/Key Stage Leader and/or other Senior staff. Pupils will be reminded regularly of what is expected and accepted in terms of pupil uniform and appearance during Form/Year Assemblies.

REPRESENTING THE SCHOOL

The wearing of the school uniform or school sports kit identifies pupils as representatives of Belfast Royal Academy. When in uniform or school sports kit, all pupils are ambassadors of the school. This includes travelling to and from school and attending events or fixtures when wearing school uniform or school sports kit. It is important that our pupils always look and behave appropriately. The support of parents/guardians in this regard is appreciated.

ENSURING COMPLIANCE WITH THE POLICY

If, for any reason, a short-term deviation from the Uniform and Appearance Policy is required (e.g. due to an injury), a written request should be made to the pupil's Head of Year by their parent/guardian.

Any longer-term deviation from the Uniform and Appearance Policy will be considered in exceptional circumstances and parents/guardians are asked to communicate, in writing, to their child's Head of Key Stage in the first instance.

Individualism is not deemed by the school as an acceptable reason to not adhere to the Uniform and Appearance Policy. Any pupil who does not uphold the standards and expectations of the School as laid out in this policy will have sanctions applied in line with our Positive Behaviour Policy. However, relevant adjustments to reflect either religious or cultural beliefs, or individual needs, may also be permitted through direct consultation with the School. Exceptional circumstances will be at the discretion of the Principal.

Belfast Royal Academy reserves the right to issue further guidance on uniform and appearance to pupils and parents/carers during the school year.

APPEARANCE

- Visible jewellery, including rings, earrings, studs and piercings, must not be worn with school uniform or on any school occasion.
- Pupils should be clean shaven at all times (even when on educational trips or study days).
- Pupils are not permitted to have any form of visible tattoo. *The tattooing of any person under the age of 18 is an offence under the Tattooing of Minors (Northern Ireland) Order 1979 and could lead to the prosecution of the tattooist.*
- False eyelashes are not permitted.
- Hair should be of an appropriate style; clean, neat and tidy, and not dyed an artificial colour. It should also not cover a pupil's face or eyes.
- Relevant adjustments to reflect either religious or cultural beliefs, or individual needs, may also be permitted through direct consultation with the School.

SCHOOL UNIFORM

1. A single-breasted navy-blue B.R.A. blazer (or a Sixth Form blazer).
2. A B.R.A. tie in House colours. The tie should be worn up to the fastened top button.
3. A white shirt, buttoned to the neck.
4. School Jumpers – a jumper is not a compulsory item of uniform.
 - (a) Forms I, II and III: A regulation mid-grey V-neck pullover with stripe or a regulation navy-blue V-neck pullover with stripe.
 - (b) Forms IV, V, LVI and MVI: A mid-grey V-neck school pullover, stripe optional, or a plain mid-grey V-neck school cardigan.
5. A regulation ¼ zip top may be worn under the blazer from November to Easter. Hoodies/sweaters/sports clothing are not permitted to be worn under the blazer (see pages 8 and 9).
6. Black trousers. Full length and regular fit with dark grey or black socks (not ankle or sports socks).

OR

Forms I, II and III:

A regulation navy-blue skirt (mid-calf length) with plain black tights or black knee socks.

Forms IV, V, LVI and MVI:

A regulation grey skirt (mid-calf length) with plain black tights or black knee socks.

7. **Plain black or brown leather shoes that are able to be polished.** Patent shoes are acceptable. Exaggerated styles are disapproved, and **boots, canvas shoes, high-heeled court shoes or trainer-style shoes should not be worn.** Examples of acceptable shoes are illustrated on page 7.

Additional items

1. There are no prescribed hats or gloves, but if worn, they should be plain and navy-blue, black, grey or maroon in colour. Hats and gloves should be removed when the pupil is in class.
 2. There is a school coat. If a non-school coat is worn it should be plain, and black or navy-blue in colour. The coat should be removed when the pupil is in class.
 3. Outdoor uniform may include a regulation B.R.A. scarf.
 4. Schoolbags: books should be carried in a schoolbag which gives good protection against wear and tear.
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Presentation

1. Pupils are required to keep their hair clean, neat and tidy, in a conventional style, clear of their face. Exaggerated styles are unacceptable such as **skin fades, closely cropped, dyed an unnatural colour, hair worn over the eyes, and patterns or lines cut into the hair.** During practical sessions in Science, Home Economics, PE and Technology, long hair must be tied back to avoid accident or injury. Pupils are expected to be clean shaven.
2. Pupils are not permitted to wear visible jewellery with the school uniform (this includes earrings and nose studs/rings). Jewellery worn in school will be confiscated.
3. Watches may be worn – not a smart watch. The Joint Council for Qualifications (JCQ) requires all examination centres to reinforce the rules and regulations about unauthorised items during external examinations. As a result of the JCQ guidance, all pupils who are sitting any school examinations are not permitted to wear a watch. Further information is outlined in the Mobile Phone and Electronic Devices Policy.
4. Make-up should not be worn by pupils in Forms I - III. A **light** make-up is acceptable for pupils in Forms IV – MVI. However, it should not be applied in School. Any obvious or exaggerated use of make-up is unacceptable. Nail polish, gel nails and false eyelashes are not permitted.
5. Only school related badges should be worn on the school blazer.

ACCEPTABLE SCHOOL SHOES



BOYS' PE/GAMES KIT


BELIEVING
REWARDING
ACHIEVING

**BELFAST
ROYAL
ACADEMY**

Boys' Uniform for P.E. and Games – Compulsory items

All BRA branded regulation kit can be purchased from Podium 4 Sport.
Non-branded kit (indicated by an *) can also be bought from kukrisports.com



Boys' T-Shirt
(optional - can be worn for PE)



Navy Kukri Shorts*



Games Socks



Rugby Shirt
(can be worn for PE)



Plain Navy Tracksuit
Bottoms*



1/4 Zip Top (preferred)
(can be worn under school blazer)



Plain Swimming Shorts*

OUTERWEAR ADDITIONAL ITEMS (OPTIONAL)



Pull on Hoody



Full zip Hoody



Smock Top

On Games days when pupils are permitted to wear Games kit to school, pupils must wear tracksuit bottoms rather than just shorts.

FOR GAMES: Shin Guards and a gum shield are strongly recommended.

B.R.A. swimming caps are available to buy in school.

GIRLS' PE/GAMES KIT



BELFAST ROYAL ACADEMY

Girls' Uniform for P.E. and Games – Compulsory items
All BRA branded regulation kit can be purchased from Podium 4 Sport.
Non-branded kit (indicated by an *) can also be bought from kukrisports.com



Girls' Polo Shirt



Skort



Games Socks
(white sports socks for PE)



Hockey Stick
& Gum Shield



Plain Navy
Tracksuit Bottoms*

OR



Plain Navy
Leggings*



¼ Zip Top (preferred)
(can be worn under school blazer)



Plain Swimsuit*

OTHER ADDITIONAL ITEMS (OPTIONAL)



Pull on Hoody



Full zip Hoody



Smock Top

On Games days when pupils are permitted to wear Games kit to school, pupils must wear leggings or tracksuit bottoms rather than just a skort.

FOR GAMES: Shin Guards and a gum shield are strongly recommended.

B.R.A. Swimming Caps are available to buy in school.

UNIFORM AND EQUIPMENT FOR P.E. AND GAMES

Girls

GIRLS' P.E. KIT
Regulation white polo shirt
Kukri skort
White sports socks
Trainers (no fashion shoes e.g. Converse/Vans or trainers with platform soles)
One-piece swimsuit
Goggles
Swimming cap

GIRLS' GAMES KIT
Regulation white polo shirt
Kukri skort
Kukri Games socks
Plain navy tracksuit bottoms or Plain navy leggings
Regulation ¼ zip top (preferred)
Hockey stick and mouth guard

Boys

BOYS' P.E./GAMES KIT
Regulation navy t-shirt or rugby shirt
Kukri navy shorts
White sports socks
Trainers (no fashion shoes e.g. Converse/Vans)
Swimming shorts
Goggles
Swimming cap

BOYS' GAMES KIT
Regulation rugby shirt
Kukri navy shorts
Kukri Games socks
Plain navy tracksuit bottoms
Rugby or football boots
Regulation ¼ zip top (preferred)

PE/GAMES KIT REGULATIONS

- Pupils should not deviate from the PE/Games kit outlined in the Uniform List. No other sportswear other than that listed is permitted.
- PE/Games kit may be worn to school on the days that pupils have **Games**. PE kit **may not** be worn to school by pupils in Forms I to V on the days when they have **PE class**.
- Pupils representing the School at fixtures and other sporting events should travel in their PE/Games kit or School Uniform as directed by the member of staff in charge.

Pupils will be asked to replace any item of uniform that does not meet the requirements set out in the Uniform and Appearance Policy.

Kukri are the suppliers of Belfast Royal Academy sporting apparel. All regulation kit (e.g. rugby jerseys, socks, shirts, tracksuits and smock tops) can be purchased from Podium 4 Sport or online via the Kukri website. B.R.A. swimming caps are available to buy in school.

Hockey

A hockey stick is required.

Rugby

A B.R.A. rugby jersey (maroon and navy hoops with a contrast white band on the inside), B.R.A. socks (maroon and navy hoops), navy-blue shorts, rugby or football boots, shin pads, kukri tracksuit bottoms (no Canterbury bottoms) and B.R.A. ¼ zip.

Cricket

Boys selected for cricket teams need a white regulation shirt, a white pullover, white flannels, cricket spikes or gym shoes, and white socks.

Athletics

Boys selected for athletics teams can wear the regulation white athletics vest and white or navy shorts, or their P.E. kit.

Mouthguards

You will be aware that for reasons of safety all pupils who participate in contact sports (hockey, football, rugby) are strongly advised to wear a mouthguard while playing. Mouthguards may be purchased in sports' shops and fitted by the wearer; however, those fitted by a dentist offer more effective protection.

Some pupils may already have a mouthguard, but please check that it still fits – a child's growth does limit the lifespan of a gumshield. TMCW Sports Gumshields will be invited to the school to take impressions in order to give all pupils the opportunity to have a dentally fitted mouthguard at a reasonable cost. The mouthguards will be delivered back to the pupils in approximately 10 working days after fitting. Your son/daughter will be asked to register their interest early in their first term.

NON-UNIFORM DAYS

On occasions, pupils in school are allowed to wear clothes other than the school uniform. This may include specific non-uniform days to raise money and awareness for charities, or as a reward, or when on a school trip.

Whilst this allows pupils the opportunity to express themselves as individuals, it must be done in a way which is appropriate. It is particularly important that pupils recognise that the School is still a professional working environment, and that pupil dress should not cause embarrassment or offence to other pupils or to members of staff. The following items are prohibited:

- See-through clothing.
- Spaghetti strap top.
- Clothing which reveals underwear.
- Flip-flops or backless footwear, due to health and safety issues.
- Clothing with offensive logos.
- No sporting tops.

It is recognised that this will not cover all issues which may arise. However, given any issue of dispute, the final arbiter is the Principal, Deputy Principal, or one of the Vice-Principals.

ACTION BY THE SCHOOL

The regulations about uniform will be enforced and pupils who infringe them and will have sanctions applied in line with our Positive Behaviour Policy. Those who are in any doubt about the interpretation of the regulations should consult their Head of Year **before** buying new clothes or footwear for school.

THE OFFICIAL OUTFITTERS

- Warnocks Ltd., 791-793 Lisburn Road (100m from Balmoral traffic lights)
- School Days NI Ltd, 434 Newtownards Rd, Belfast, BT4 1HJ
- School Days NI Ltd, 273 Antrim Rd, Glengormley, Newtownabbey, BT36 7QN
- Gordon's & The Jeanery, 10A Green Street, Carrickfergus, BT38 7DT
- The Jeanery and the School Room, 2 Goland Buildings, Glencairn Park, Glengormley, BT36 5EN
- North End Schoolwear, 331 Antrim Road, Belfast, BT15 5AB
- The Sports Company, 553 Antrim Rd, Belfast BT15 3BU
- Podium 4 Sport, 40 Montgomery Road, Belfast, BT6 9HL (Games/P.E. Kit only)

FRIENDS OF THE ACADEMY

Friends of the Academy (FOTA) organise regular uniform sales throughout the year. As a result, all parents are encouraged to donate preloved uniform and sports kit back to the School. These preloved sales not only seek to provide a valuable service to parents, but also, they allow uniform and sports kit to be recycled, which has a positive impact on the environment.

REVIEW AND EVALUATION

This policy will be reviewed by the Board of Governors every year. However, the School may revise the policy at any time it considers necessary.