

**MAGDALEN COLLEGE SCHOOL**  
**Uniform and Dress Policy**

Aims	<ul style="list-style-type: none"> <li>To ensure expectations of appearance for students, staff and Governors are commensurate with the ethos of the school</li> </ul>
Objectives	<ul style="list-style-type: none"> <li>To ensure all members of the school community are dressed appropriately for work and learning</li> <li>To ensure dress codes are adhered to by all members of the school community</li> <li>To ensure equity of expectations for all members of the school community</li> </ul>
Stakeholders	Students, parents, teaching staff, support staff, Governors
Responsibilities of students in Years 7 - 11	<ul style="list-style-type: none"> <li>To wear the correct uniform at all times</li> <li>To have all specialised kit with them at appropriate times</li> <li>To inform tutors of any reason that full uniform cannot be worn and to request an 'exempt' note if required</li> <li>To wear alternatives provided by the school if they are not in possession of the correct items</li> <li>To accept sanctions if correct uniform is not being worn</li> </ul>
Responsibilities of students in Years 12 and 13	<ul style="list-style-type: none"> <li>To meet dress code requirements at all times</li> <li>To have all specialised kit with them at appropriate times</li> <li>To inform tutors of any reason the dress code cannot be adhered to and to request an 'exempt' note if required</li> <li>To accept sanctions if correct dress code is not being followed</li> </ul>
Responsibilities of all staff	<ul style="list-style-type: none"> <li>To act as a positive role model in terms of appearance</li> <li>To adhere to the dress code</li> <li>To dress in a manner which is commensurate with the ethos of the school, with the expectations made of students and which meets all sensible health and safety requirements</li> </ul>
Responsibilities of tutors	<ul style="list-style-type: none"> <li><b>To monitor that all students are wearing correct uniform/dress every day</b></li> <li>To follow up any breaches of expectations <ul style="list-style-type: none"> <li>- issue 'exempt' note if appropriate, maximum length until following Monday</li> <li>- keep LoL informed of on-going or repeated breaches of uniform expectations</li> </ul> </li> <li>To issue sanctions by signing the student planner, if uniform/dress requirements are not met. Inform "detentions" if appropriate</li> <li>To respond to uniform/dress concerns raised by other colleagues</li> </ul>
Responsibilities of Leaders of Learning	<ul style="list-style-type: none"> <li>To support tutors in ensuring that uniform/dress expectations are met</li> <li>To ensure parents are fully informed of uniform/dress issues</li> <li>To issue and monitor sanctions issued as required</li> <li><b>To monitor policy through Learning Walks and, on a day to day basis, around the school and in assemblies.</b></li> </ul>
Responsibilities of teaching staff	<ul style="list-style-type: none"> <li>To monitor that all students are wearing correct uniform/dress every lesson and to insist that they are doing so on leaving the lesson</li> <li>To sign student planners if uniform/dress expectations are not being met</li> <li>To support and implement policy when on duty and around the site at all times</li> </ul>
Responsibility of heads of faculty	<ul style="list-style-type: none"> <li>To support teachers in ensuring that uniform/dress expectations are met</li> <li><b>To monitor policy through Learning Walks and, on a day to day basis, within their area.</b></li> </ul>

Responsibility of Pastoral Staff	<ul style="list-style-type: none"> <li>• To support teachers in ensuring that uniform/dress expectations are met</li> <li>• To administer the sanction system for uniform issues</li> <li>• To support and implement policy in interactions with students</li> </ul>
Responsibility of support staff	<ul style="list-style-type: none"> <li>• To inform tutors if uniform/dress expectations are not being met</li> </ul>
Responsibility of senior staff	<ul style="list-style-type: none"> <li>• To support all staff in enforcing the uniform/dress policy</li> <li>• <b>To monitor policy through Learning Walks and, on a day to day basis, around the school and in assemblies.</b></li> </ul>
Responsibility of Governors	<ul style="list-style-type: none"> <li>• To support the school in ensuring that uniform/dress requirements are met</li> </ul>
Supporting documents	<ul style="list-style-type: none"> <li>• Uniform Requirements</li> <li>• Sanctions Ladder</li> </ul>
Review date	May 2019