

WHS Uniform Sanctions Policy

At The Wallace High School we are proud of our uniform and believe that the way in which it is worn reflects on our school. We also believe that through the upholding of this policy all students are seen as equal. This policy sets out the responsibilities of pupils, parents and staff as together we work to ensure that every member of the school community respects this aspect of our school ethos.

The responsibilities of pupils

It is the responsibility of our pupils to make themselves aware of the uniform regulations. These are provided, before the start of the academic year, to their parents. Pupils should understand from these regulations

- the correct uniform to be worn, and,
- the correct way in which the uniform should be worn.

Pupils should also be aware that failure to follow these regulations may lead to sanctions, which are outlined at the end of this policy.

The position of School Prefect is one of responsibility and as a role model the way in which they wear their uniform must be exemplary. Consequently a student who fails to follow the regulations will not be able to hold this position.

The responsibility of parents

Parents/guardians should be familiar with the uniform regulations provided annually by the school and should facilitate their child/children in obtaining the correct items.

Parents are expected to support the school in its insistence that their son/daughter follows the regulations. If disciplinary action proves necessary then parents will be expected to support the school in the enforcement of whatever action is deemed necessary.

The responsibility of staff

The Form Staff will ensure that the pupils in their form are made aware of the contents of this policy.

It is the responsibility of all staff to familiarise themselves with the uniform regulations as issued annually to parents.

It is expected that all staff will help to ensure that the uniform regulations are followed. Consequently the class tutor and the classroom teacher will both play a role in this. The procedures to be followed are as follows:

Procedures to be followed when a pupil fails to wear the correct uniform

1/. Any member of staff may and should address the pupil regarding their failure to follow the regulations. If, within a reasonable length of time*, the pupil fails to address the matter or indeed refuses to accept the request, they should be referred by that member of staff to the Head/Assistant Head of Year.

2/. The Head/Assistant Head of Year will then meet the pupil and give the pupil a reasonable amount of time* to adhere to the regulations. As this is a second intervention the pupil will be issued with a Friday Detention and they will be reminded of the next stage in the process. If the pupil subsequently fails or refuses to address the matter the parent(s) will be contacted and they will be referred by the Head of Year to the Vice Principal (Pastoral).

3/. The Vice Principal will inform the Principal of the matter and, if the matter has not been resolved will contact the parent(s). At this stage the pupil will be interviewed by the Principal with their parent(s). The Principal may ask the parents to keep the pupil to remain at home until there is agreement to follow the regulations in full.

* Depending on the nature of the issue, it may be appropriate to give the pupil up to 1 week to rectify the matter, e.g. on a Monday a pupil may need to wait until the following Saturday to get a hair appointment to remedy a hairstyle in breach of the rules. However, in extreme circumstances the pupil may be asked to stay at home until the problem is addressed.

Procedures to be followed when a pupil fails to wear the uniform correctly

1/. Any member of staff should address a pupil regarding their failure to wear the uniform properly. If, in the opinion of the member of staff, the failure to follow the rules is deliberate, the member of staff will log this on the Behaviour Management record as a UNIFORM infringement. No additional sanction is necessary however the member of staff should insist that the pupil rectifies the problem immediately and inform them that they have logged the matter.

2/. The Head/Assistant Head of Year will monitor the Behaviour Management Record. Three occurrences of a UNIFORM infringement will lead to a Friday detention. Pupils will be aware that an accumulation of Friday Detentions will lead to more serious sanctions being applied.

The House System

Through the House system pupils are encouraged to form an identity with other students from their House and a sense of pride in their House. This responsibility to others is evidenced by the way in which a pupil wears his/her uniform. The staff coordinating the Houses will monitor the uniform of the members of each House and the outcome of this will be reflected in points awarded to or deducted from the House totals. The office bearers of each house will positively encourage younger members to show pride in their house by the way in which they wear their uniform and have the right to speak to them as required.

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