



# CHELTENHAM BOURNSIDE SCHOOL

## Uniform and Equipment Policy (Years 7 – 11) Academic Year 2024-2025

At Cheltenham Bournside School we expect the highest standards from our students, this includes their personal presentation and preparation for the school day. Our uniform gives our school its identity and we expect our students to wear it with pride. To maintain these standards, our uniform policy outlines our expectations to ensure that our students feel part of our community, are equipped and ready to learn, and make the best impression to everyone they meet.

Any student who arrives in school with an item that is not permitted will be asked to remove it at the school gate or during AM tutor time, before being allowed into lessons. If an item is confiscated during AM tutor time, the tutor will return the item during PM tutor time. If an item is confiscated during the school day, it will be handed to Student Reception and can be collected at the end of the school day. Every uniform infringement will be recorded on Class Charts. Refusal to remove any prohibited items will result in a Level 3 on our Ladder of Consequences – please see our Behaviour Policy.

### Uniform suppliers

<b>Monkhouse</b>	252 High Street, Cheltenham, GL50 3HF	01242 523632	<a href="http://www.monkhouse.com">www.monkhouse.com</a>
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## Uniform

### Compulsory uniform

[For visual uniform guidance please use this link](#)

*Important: Please mark every item of clothing with the owner's name.*

- Branded Bournside blazer with school badge.
- Branded Bournside navy pleated skirt or full-length/tailored trousers with school badge.
- White regular or fitted shirt which must button at the neck. Short sleeves shirts are permitted but capped sleeves are prohibited.
- Black/navy/dark socks or black/natural plain tights. White sports socks are only permitted for PE.
- Plain black or dark brown shoes with a low heel. Platforms, boots, trainers and ballet pumps without a hard-based sole are prohibited.
- Respective Cheltenham Bournside School House tie (please see colours below). An alternative clip-on tie is available if required.



### Optional uniform

- Plain navy v-neck jumper (logos are not permitted). Any other jumper is not permitted.

## Physical Education compulsory items

On the days that a student has a PE lesson they are expected to bring their PE kit in a school bag and change in and out of their PE kit in school. Students should arrive every day in full school uniform.

- Branded Bournside navy polo shirt with school badge (girls)
- Branded Bournside white polo shirt with school badge and branded Bournside rugby top (boys)
- Navy shorts or skorts
- Branded Bournside navy sports socks (outdoor)
- White sports socks (indoor)
- Trainers (any colour) with non-marking soles
- Rugby/football boots (boys). Studs must conform to Rugby Football Union safety standards.
- Shin pads
- Gum shield.

## Physical education optional items

- Astro-boots for use on Astro turf.
- Rugby/football boots (girls). Studs must conform to Rugby Football Union safety standards.
- Navy/black tracksuit bottoms.
- Branded Bournside full zip sports jacket with school badge.
- Branded Bournside navy sports leggings.
- Base layer (black, white, or navy)
- A mid-layer for warmth. This can be a plain navy/black fleece type garment that can be worn under the Bournside sports top. Branding not required.
- White cricket trousers – necessary if in the school cricket team.
- White cricket jumper – necessary if in the school cricket team.

## Outdoor garments

- All outdoor layers, including overcoats, jumpers, fleeces, hats, scarves, and gloves must be removed on entry to the school building and must not be worn during lessons.
- Hooded sweatshirts or 'hoodies' are prohibited at school and must be removed at the gate.
- Prohibited items will be confiscated for collection at the end of the school day.

## Hairstyles

- Hairstyles must be neat and tidy and hair accessories should be discreet and removable.
- Long hair must be tied back for PE, Technology, and Science lessons.
- The use of hair dye to achieve unnatural colours or combinations is not permitted.
- Hair should not be excessively short (minimum grade 1) or cut with lines or patterns.
- After holidays, students should return to school with acceptable hairstyles. Please allow adequate time for colours or patterns to grow out.

## Jewellery

- No jewellery is to be worn in school, except for one wristwatch and a maximum of two plain removable small stud earrings in each ear.
- Necklaces, bracelets and rings are not permitted.

## Make-up

- Any make-up worn must be discreet.
- Nail varnish, nail decoration, acrylic nails/extensions and false eye lashes/extensions are not allowed in school. If a student presents in school with such items, they will not be permitted to attend lessons and be placed in the BRC until removed.

## Collection of confiscated items

Any prohibited items that have been confiscated will be kept by the respective tutor or labelled and handed to school reception. Each item that is confiscated will result in a negative uniform or mobile technology point logged on Class Charts:

- 1st offence: item placed at Student Reception and student may collect from 3:15pm.
- 2nd offence and more: item placed at Student Reception/in a tutor box. A social time detention will be incurred, and the item may be collected after detention.

As per the Department for Education guidance a member of staff can confiscate any item that is prohibited or that is identified in the school rules.

## Equipment

We expect all students to arrive at school every day with the necessary equipment to enable them to have a successful day of learning. All items to be kept in an appropriate school bag.

### Compulsory equipment items

An appropriate school bag of adequate size to carry the books and items required in school (small fashion-style handbags are not permitted)

Pen

Pencil

Ruler

Timetable (a laminated copy will be given to students on their first day)

PE kit (for PE lessons and extra-curricular clubs)

Cooking ingredients (for Food technology lessons)

Calculator (Years 10 and 11) Casio FX83 as this is required for Maths examinations

### Recommended equipment items

Reading book

Mathematical equipment

Water bottle

Highlighter

Whiteboard pen

Rubber

Sharpener

Other subject specific equipment e.g. musical equipment

### Personal belongings

Students and parents are advised that expensive items such as high-quality mobile phones, apple and android watches, Fitbits, etc should **not be brought into school**. If they are brought in, then they are at the owner's own risk. The school cannot be held responsible for any damage or loss to personal property whilst on school site.

### Additional information

In cases where medical reasons require a modification to the uniform and equipment expectations, notice on letterheaded paper from a medical professional must be addressed to the student's Head of House detailing the reason, and specifically stating the amendment that needs consideration, and the duration the amendment is needed for. The school will look to support any reasonable requests.

To maintain our high standards of uniform, a consistency check will take place in each morning in AM tutor time. Where uniform and equipment fail to adhere to these guidelines, a sanction will be issued in-line with our Behaviour Policy until the matter is resolved. Prohibited items of clothing will be confiscated and where possible an alternative will be provided for that school day from our pastoral support team to allow a student to access their lessons. Refusal to remove prohibited items will result in a level 3 sanction.

These expectations should be read in conjunction with the school [Behaviour Policy](#). Please see our Uniform Guidance to further support you when purchasing school uniform and equipment. With respect to hair styles, make up and jewellery, Bournside reserves the right to decide what is discreet and appropriate for the school environment.

If your personal circumstances or finances mean that you are unable to purchase the full school uniform and equipment, please email [admin@bournside.gloucs.sch.uk](mailto:admin@bournside.gloucs.sch.uk) and we will endeavour to help. The following systems can be used to access support:

<b>Uniform grant</b>	Low-income families are entitled to apply for a uniform grant to support them with costs. Please email <a href="mailto:admin@bournside.gloucs.sch.uk">admin@bournside.gloucs.sch.uk</a>
<b>'Nearly new' uniform shop</b>	We hold a limited stock of 'nearly new' uniform that has been donated by parents or purchased through our pastoral team. Parents/carers are able to email the <a href="#">main office</a> and request items if available in the correct size. Purchase is via donation - all donations will be put back into the Uniform Grant to support others who require assistance in the future.
<b>Pre-loved Uniform - online group</b>	We are lucky to have a team of parents and volunteers who run a quality <a href="#">second hand uniform system online</a> . Although not affiliated with the school, this Facebook page may be a useful site to access.

## Sixth Form uniform

As role models for students in the main school, we expect our Sixth Form students to be dressed smartly at all times, taking pride in their appearance and their school.

[For guidance on Sixth Form uniform please use this link.](#)