



Independent School for Girls Aged 2 to 18  
and Boys Aged 2 to 11

---

# SCHOOL UNIFORM AND SIXTH FORM DRESS CODE POLICY

---

Harrogate Ladies' College family of Schools:

Highfield Pre School, Highfield and College

SLT Responsibility: Joanna Fox

Governor Committee Review: Pupil Welfare

Review Cycle: Biennial

**PRINCIPAL:** Sylvia F. Brett BA (Dunelm), MA (London). **COLLEGE VISITOR:** Baroness Harris of Richmond.  
Clarence Drive • Harrogate • North Yorkshire • HG1 2QG **T:** +44 (0)1423 504543 **E:** [enquire@hlc.org.uk](mailto:enquire@hlc.org.uk) **www.hlc.org.uk**

**REGISTERED OFFICE:** Harrogate Ladies' College, Clarence Drive, Harrogate, North Yorkshire HG1 2QG.  
Harrogate Ladies' College is registered as a Company in England. Registered number 197987. Educational Charity Registered No. 529579.

Since 1893



## 1. Rationale:

The appearance of pupils in their uniform is very important to Harrogate Ladies' College. The pupils are the School's best ambassadors and should therefore look clean and smart at all times, whether wearing the uniform in or out of School.

## 2. Uniform Regulations

### a. The following uniform regulations must be observed in College:

- i. Hair should be a single, natural colour, close to the pupil's own if colour is used. Shoulder length hair should be tied up neatly behind the head and well off the face with a navy, black or maroon bobble, hair tie or scrunchie. No other hair decorations are permitted other than a navy, black or maroon hairband for shorter hair.  
  
Short hair must be above shoulder length and a hairband worn **if needed** for health and safety reasons. It should not be stepped and hair must not be shaved.  
  
Sixth form pupils may wear their hair down, but it **must** be neat and tidy. They must, however, tie it back for health and safety reasons in lessons such as sport and science, where practical activities are likely to take place;
- ii. For pupils in Lower and Middle School, make up and nail varnish are not permitted during the School day. Pupils in the Sixth Form may wear discreet make-up and clear nail varnish or French polished nails;
- iii. Shirts must be clean and tucked in when worn under jumpers;
- iv. Pupils should wear white or flesh coloured bras or vests under their School shirts;
- v. Collars of the shirts should sit neatly on the lapel of the blazer;
- vi. Blazers must be worn at all times around the School – they may be removed in class with the teacher's permission;
- vii. Skirts must be business-like in length and should be within a hand's width above the knee. Trousers, if worn, should be school issue and reach the top of the shoes so socks are not visible;
- viii. Tights should be at least 40 denier and navy blue; they should not be worn with holes or ladders. White ankle socks may be worn during spells of hot weather. Pupils and parents will be notified of when this may be. If pupils wear trousers, plain navy or black socks should be worn but should not be visible;
- ix. Unembellished, plain, flat, black leather or leather-style shoes should be worn (patent shoes are acceptable). Shoes should not be 'chunky' or have platforms and should either have a fastening or be a sturdy, loafer-style shoe. Shoes must be clean at all times;
- x. Jewellery: only a watch and one pair of small studded earrings (one in each ear lobe, at the same level) may be worn. Permission to wear a discreet, religious

*This policy applies to all members of our school community, including boarders and those in our EYFS setting.*



necklace must be sought from your child's Head of School. Pupils in the Sixth Form may also wear one discreet necklace, bracelet and ring. If your child wishes to have any other form of piercing, please ensure it is carried out at the start of a school holiday as it must be removed when in school. Clear, plastic studs are not permitted;

- xi. Tattoos are not permitted;
  - xii. Home clothes and School uniform should not be worn together – either home clothes or complete School uniform should be worn. This includes on journeys to and from school and prep;
  - xiii. Sports clothes and School uniform should not be worn in combination; and
  - xiv. A dark or navy coat may be worn to and from school - the school shop sells an optional navy coat.
- Senior members of staff will decide if a pupil is inappropriately presented and may, after liaising with the Senior Deputy, contact parents or send a pupil home/to the boarding house to return properly dressed.
  - Parents should check with the relevant Head of School if they have any doubt about the suitability of items of clothing then intend to buy for pupils to wear in school.
  - All clothing should be marked with the owner's name. Coats, hats, scarves and gloves must not be worn inside the school.

## 2. The following uniform regulations apply in Highfield

- **Boys**
  - Black school shoes; not trainers
  - Navy socks
  - Navy trousers/shorts
  - White shirt with collar and school tie
  - School pullover and/or slipover
  - School blazer
  - School cap
  - School coat
  - Back pack (KS2) / Book bag (Reception/KS1)
- **Girls**
  - Black closed school shoes; not trainers or slip-on shoes
  - Navy tights/long socks
  - School tunic/navy trousers/shorts (Reception to Prep 4 Winter uniform)
  - School Skirt/navy trousers/shorts (Prep 5 and Prep 6 Winter uniform)



- School summer dress with white ankle socks
- School cardigan
- School blazer
- School velour hat (winter) Boater (summer)
- School coat
- Back pack (KS2) / book bag (Reception/KS1)
- Plain, navy hair accessories (hair slides, clips, Alice band and covered elastic bands only)
- Small stud earrings only
- No nail varnish

### **The following uniform regulations apply in Highfield Pre-School**

- Red School Sweat shirt
- White School polo shirt
- Blue bottoms – shorts, trousers, joggers, leggings, skirts, pinafore – NO JEANS (Children should wear leggings or joggers on PE and Swimming days)
- School waterproof coat
- School sun hat
- School fleece hat
- Highfield Blue Kit Bag

### **3. Summer Dress**

In Highfield, summer dress is worn in the Summer Term and the children have the right to choose uniforms in the first half of the Autumn Term.

In College, Summer Dress may be announced when the weather becomes consistently warmer, usually in the second half of the Summer Term. Pupils may opt to wear Summer Dress, which consists of white ankle socks instead of tights, and no blazer.

If a pupil chooses not to wear summer dress, then normal uniform regulations should be adhered to.