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CAMBRIDGE INTERNATIONAL CENTRE

ISWB SCHOOL UNIFORM AND APPEARANCE POLICY

Effective Date: November 2021
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1. Purpose

The ISWB School Uniform and Appearance Policy establishes clear and consistent standards for student dress, personal appearance, and grooming.

A student's attire and appearance contribute to the tone and character of the school community. Wearing the school uniform correctly, maintaining a neat appearance, and adhering to the school's dress standards demonstrate school pride, respect for others, personal responsibility, and discipline.

This policy applies to all students and should be read in conjunction with the ISWB Code of Conduct and other applicable school policies.

2. School Uniform Requirements

Students are expected to wear the prescribed school uniform correctly and to ensure that all uniform items are clean, neat, well maintained, and in good condition.

KEY STAGE ONE – YEARS 1–3

The prescribed uniform consists of:

- Pinafore.
- Striped school shirt. (If provider is out of stock, white shirt)
- School jersey/pull-over with school emblem.
- Navy-blue jacket with school emblem.
- School sports shirt (navy-blue with school emblem).
- Tracksuit with school emblem.
- School shoes with the school uniform.
- Grey or navy socks for boys. Secret socks are not permitted.
- White socks for girls. Secret socks are not permitted.
- Black or navy winter stockings.
- Girls may wear either socks or stockings, but not both simultaneously.
- Navy-blue school beanie with school emblem during winter. Not permitted in classrooms.
- Navy-blue school scarf with school emblem during winter.
- Takkies with the tracksuit.

- Hair accessories for girls must be navy or black. No oversized accessories allowed. Hair longer and over the ear must be tied. The same rule applies for braided hair. No colouring of hair or braids is allowed.
- Boys' hair must be neatly groomed. No long hair that extends over the ear, nor braids, nor ponytails, nor a man bun is allowed.
- Jewellery is limited to studs or small hoops and is only allowed for girls. No other jewellery is permitted.

KEY STAGE TWO – YEARS 4–6

The prescribed uniform consists of:

- Navy skirt or navy trousers. (Pinafore still allowed until end of Year 4)
- Striped school shirt. (If provider is out of stock, white shirt)
- School jersey/pull-over with school emblem.
- Navy-blue jacket with school emblem.
- School sports shirt (navy-blue with school emblem).
- Tracksuit with school emblem.
- School shoes with the school uniform.
- Grey or navy socks for boys. Secret socks are not permitted.
- White socks for girls. Secret socks are not permitted.
- Black or navy winter stockings.
- Girls may wear either socks or stockings, but not both simultaneously.
- Navy-blue school beanie with school emblem during winter. Not permitted in classrooms.
- Navy-blue school scarf with school emblem during winter.
- Takkies with the tracksuit.
- Hair accessories for girls must be navy or black. No oversized accessories allowed. Hair longer and over the ear must be tied. The same rule applies for braided hair. No colouring of hair or braids is allowed.
- Boys' hair must be neatly groomed. No long hair that extends over the ear, nor braids, nor ponytails, nor a man bun is allowed.
- Jewellery is limited to studs or small hoops and is only allowed for girls. No other jewellery is permitted.

KEY STAGE THREE – YEARS 7–8

The prescribed uniform consists of:

- Wheat-coloured skirt or wheat-coloured chinos.
- Striped school shirt. (If provider is out of stock, white shirt)
- School jersey/pull-over with school emblem.
- Navy-blue jacket with school emblem/ Navy-blue blazer with school emblem.
- Tracksuit with school emblem. **Only** on days when students have P.T. or sport days.
- School shoes with the school uniform.
- Grey or navy socks for boys. Secret socks are not permitted.
- White socks for girls. Secret socks are not permitted.
- Black or navy winter stockings.
- Girls may wear either socks or stockings, but not both simultaneously.
- Navy-blue school beanie with school emblem during winter. Not permitted in classrooms.
- Navy-blue school scarf with school emblem during winter.
- Hair accessories for girls must be navy or black. No oversized accessories allowed. Hair longer and over the ear must be tied. The same rule applies for braided hair. No colouring of hair or braids is allowed.
- Boys' hair must be neatly groomed. No long hair that extends over the ear, nor braids, nor ponytails, nor a man bun is allowed.
- Jewellery is limited to studs or small hoops and is only allowed for girls. No other jewellery is permitted.

IGCSE 1 – YEAR 9

The prescribed uniform consists of:

- Wheat-coloured skirt or wheat-coloured chinos.
- Striped school shirt (should be phased out)/white school shirt.
- School jersey with school emblem.
- Navy-blue jacket/ Navy-blue blazer with school emblem.
- Tracksuit with school emblem. **Only** on sport days.
- School shoes with the school uniform.
- Grey or navy socks for boys. Secret socks are not permitted.
- White socks for girls. Secret socks are not permitted.
- Black or navy winter stockings.
- Girls may wear either socks or stockings, but not both simultaneously.

- Navy-blue school beanie with school emblem during winter. Not permitted in classrooms.
- Navy-blue school scarf with school emblem during winter.
- Hair accessories for girls must be navy or black. No oversized accessories allowed. Hair longer and over the ear must be tied. The same rule applies for braided hair. No colouring of hair or braids is allowed.
- Boys' hair must be neatly groomed. No long hair that extends over the ear, nor braids, nor ponytails, nor a man bun is allowed.
- Jewellery is limited to studs or small hoops and is only allowed for girls. No other jewellery is permitted.

IGCSE – YEAR 10

The prescribed uniform consists of:

- Wheat-coloured skirt or wheat-coloured chinos.
- White school shirt.
- School tie, in the prescribed colour.
- Matric jacket, as per the order placed at the end of the preceding year.
- School jersey with school emblem.
- Tracksuit with school emblem. **Only** on sport days.
- School shoes with the school uniform.
- Grey or navy socks for boys. Secret socks are not permitted.
- White socks for girls. Secret socks are not permitted.
- Black or navy winter stockings.
- Girls may wear either socks or stockings, but not both simultaneously.
- Navy-blue school beanie with school emblem during winter. Not permitted in classrooms.
- Navy-blue school scarf with school emblem during winter.
- Hair accessories for girls must be navy or black. No oversized accessories allowed. Hair longer and over the ear must be tied. The same rule applies for braided hair. No colouring of hair or braids is allowed.
- Boys' hair must be neatly groomed. No long hair that extends over the ear, nor braids, nor ponytails, nor a man bun is allowed.
- Jewellery is limited to studs or small hoops and is only allowed for girls. No other jewellery is permitted.

ADVANCED LEVEL STUDENTS (AS/A LEVEL)

Advanced Level students may wear civilian clothing ("civvies") provided that their clothing, footwear, and overall appearance meet the professional standards set out in this policy.

Advanced Level students represent the highest level of education at ISWB and are therefore expected to dress in a professional, smart, neat, and appropriate manner at all times. Their appearance should reflect the maturity, responsibility, and standards expected of senior students and should be suitable for a professional working environment.

Professional Appearance Standard

The overall appearance of an AS/A Level student must be professional and presentable. **Compliance with individual items listed in this policy does not automatically mean that an outfit is acceptable.** The complete outfit and overall appearance must meet the professional standard expected of senior students.

Clothing must:

- Be clean, neat, and in good condition.
- Be appropriately sized and properly fitted, without being excessively tight, oversized, sagging, or revealing.
- Be free from rips, tears, excessive fading, fraying, or other signs of being unsuitable for a professional environment.
- Provide appropriate coverage and not expose the midriff, underwear, or excessive cleavage.
- Be suitable for a school and professional environment.
- Be worn in a neat and presentable manner at all times.

Students should choose clothing that reflects smart-casual professional dress, rather than clothing primarily intended for lounging, exercise, the beach, or informal recreational activities.

The school reserves the right to determine whether an outfit meets the required professional standard, including where an item is not specifically listed in this policy, but the overall appearance is considered inappropriate or insufficiently professional.

Clothing Requirements

- Only classic-cut blue jeans are permitted. Ripped, torn, distressed, excessively faded, or embellished jeans are not permitted.
- Jeans must fit appropriately. Sagging, excessively oversized, or low-rise/low-riding jeans are not permitted.
- Standard belts must be worn where appropriate. Fashion buckles are not permitted.
- Only chino, denim, or cargo trousers are permitted. Pyjama-style, tracksuit-style, or lounge trousers are not permitted.
- Leggings, yoga pants, tracksuits, shorts and other form-fitting trousers are **not** permitted.
- Shirts and tops must cover the midriff and provide appropriate coverage.

- Tank tops and tops with straps narrower than 2 inches are not permitted. This includes spaghetti-strap, off-shoulder, and low-cut tops.
- Boys must wear shirts with sleeves.
- Skirts and dresses must be below the mid-thigh.
- Clothing must not be excessively tight, revealing, transparent, or otherwise unsuitable for a **professional** school environment.
- Shoes must be properly secured by being tied, buckled, or laced. Shoes with wheels, slip-on "plakkies", and slippers are not permitted.

Clothing, Jewellery, and Personal Appearance

Students may not wear clothing, accessories, or jewellery that displays or promotes:

- Gang-related writing, symbols, or imagery.
- Illegal activities.
- Sexual or obscene imagery.
- Profanity.
- Violent, threatening, or intimidating language or imagery.

Visible tattoos and body piercings are not permitted.

The following items are not permitted:

- Hats.
- Hoodies.
- Beanies.
- Bandanas.
- Sweatbands.
- Headbands.

Nails may be polished but must be kept clean, neat, and well maintained.

Boys' hair must be neat and well maintained. Boys must either be clean-shaven or have neatly trimmed and well-groomed facial hair. Overall appearance must remain neat and tidy.

Overall Standard

AS/A Level students are expected to maintain a **professional appearance** throughout the school day. Clothing that may be acceptable in a general casual setting may nevertheless be inappropriate for AS/A Level students if it does not meet the professional standard expected of senior students.

3. Student Council Dress Code

Student Council members are required to follow the Year 10 dress code, subject to the specific requirements applicable to their role.

Upon appointment, any variations to the standard Year 10 dress code will be communicated to Student Council members and their parents or guardians.

3.1 Formal Student Council Wear

Formal Student Council attire must be worn for all official, ceremonial, or formal school occasions, as directed by the school.

3.2 Informal Student Council Wear

Informal Student Council attire may be worn for informal school occasions and regular school days, subject to the requirements communicated by the school.

4. General Appearance Standards

The following requirements apply to **all students**, regardless of year group:

4.1 Clothing and Uniform

- Uniforms and civilian clothing must be clean, neat, and well maintained.
- Any clothing or uniform item that becomes tattered, torn, damaged, or discoloured must be repaired or replaced.
- Students must wear the correct uniform items for their year group and the occasion.
- School shoes must be kept clean and polished.
- Trainers/takkies must be clean and in good condition.

4.2 Hair

- Hair must be clean, neat, and well maintained.
- Hair colour must remain natural and consistent.
- Hair accessories, where permitted, must comply with the requirements for the student's year group.

4.3 Nails

- Nails must be short, clean, and well maintained.
- Coloured nail polish is not permitted, except for AS and A Level students, who may wear nail polish provided that it is neat and well maintained.

4.4 Jewellery and Piercings

- Jewellery must comply with the requirements applicable to the student's year group.
- Students in Years 1–10 may wear only studs or small hoops where jewellery is permitted.
- No boy is allowed to wear earrings or other piercing jewellery.
- Visible body piercings are not permitted.

4.5 Boys' Grooming

- Boys must maintain a neat and well-groomed appearance.
- Boys must be clean-shaven, except where the applicable AS/A Level provisions permit otherwise.
- Boys' hair must be short and neat, except where the applicable AS/A Level provisions permit otherwise. No braids/braiding/man bun allowed.

5. Compliance

Students are expected to always comply with this policy while representing ISWB, including during the school day, school functions, official activities, and other occasions where the school uniform or school dress code applies.

Failure to comply with the requirements of this policy may result in appropriate corrective or disciplinary action in accordance with the ISWB Code of Conduct and applicable school procedures.

Where there is uncertainty regarding the appropriateness of an item of clothing, hairstyle, accessory, or personal appearance, the school reserves the right to determine whether it complies with the standards set out in this policy.