

2026/2027

# School Uniform, Appearance & Sixth Form Dress Code Policy

WHOLE SCHOOL



SINCE 1973

Updated by:

**Senior Leadership Team**

# School Uniform, Appearance & Sixth Form Dress Code Policy

## 1. Purpose

At Morna International College, we believe that our school uniform promotes a sense of belonging, equality, pride and professionalism within our school community. We take considerable time and care in selecting high-quality garments made from comfortable, breathable fabrics, with a strong emphasis on natural and cotton-rich fibres that are well suited to Ibiza's Mediterranean climate. Wherever possible, we choose environmentally responsible materials, reflecting our commitment to both student wellbeing and sustainability.

As part of our commitment to reducing waste and promoting sustainable practices, we actively encourage families to donate outgrown items of uniform to the Morna PTA. The PTA organises regular second-hand uniform sales throughout the academic year, giving families the opportunity to purchase good-quality pre-loved uniform at affordable prices while helping to reduce environmental impact.

Parents and carers play an important role in supporting these standards by ensuring that students arrive at school each day wearing the correct, clean, smart and well-fitting uniform. By working together, we help foster a positive learning environment where students can feel confident, take pride in their appearance and be ready to learn.

Students are expected to attend school in the correct uniform (or Sixth Form dress code where applicable), maintain a neat appearance and wear their uniform with pride at all times.

## 2. Purchasing School Uniform

Official Morna International College Uniform and PE kit are available to purchase throughout the year from the Main School Office.

During term time, the Main School Office is open **Monday to Friday, 08:30–17:00**.

The School Office also remains open during the summer, Easter and half-term holidays (Monday to Friday, 09:00–14:00) to allow families to purchase uniform. The office is closed during the Christmas holidays.

Students are encouraged to try on uniform items before purchasing to ensure the correct size and fit. Our office staff will be pleased to assist families in selecting the most suitable garments.

## 3. EYFS Uniform

Children in EYFS are required to wear the following school uniform:

- White polo shirt (short or long sleeves) with the Morna logo.
- Red cardigan or zip-up jumper with the Morna logo.
- **Girls:** Red gingham dress during the summer months (April–October) or navy-blue pinafore dress during the winter months (November–March).
- **Boys/Girls:** Navy blue school trousers or navy-blue school shorts.
- Plain white, navy blue or red socks.

- Plain white, navy blue or red tights (girls, where worn).
- Navy blue, black or white shoes, boots, sandals or trainers.
- Official Morna gilet (optional), which may be worn during cooler weather.

Flip-flops are not permitted for health and safety reasons.

**Nursery pupils may wear the Morna PE kit every day if parents feel this is the more practical option.**

**Reception pupils wear the school uniform on three designated days each week and the Morna PE kit on two designated PE days and do not change during the school day.**

### 3.1 EYFS PE Kit

The PE kit consists of:

- Blue Morna PE T-shirt.
- Morna shorts, skort or leggings.
- Trainers.
- School cap.
- Morna tracksuit (recommended during the cooler months).

## 4. Primary Uniform (Years 1–6)

### Years 1–4

Students are required to wear:

- White polo shirt (short or long sleeves) with the Morna logo.
- Red cardigan or jumper with the Morna logo.
- **Girls:** Red gingham dress during the summer months (April–October) or navy blue pinafore dress during the winter months (November–March).
- **Girls:** Navy blue school trousers or navy blue school shorts.
- **Boys:** Navy blue school trousers or navy blue school shorts.
- Plain white, navy blue or red socks.
- Plain white, navy blue or red tights (girls, where worn).
- Navy blue, black or white shoes, boots, sandals or trainers.
- **Official Morna gilet** (optional), which may be worn during cooler weather.

### Years 5–6

Students are required to wear:

- White polo shirt (short or long sleeves) with the Morna logo.
- Red cardigan or jumper with the Morna logo.
- **Girls:** Official Morna navy skort or navy-blue school trousers.
- **Boys:** Navy blue school trousers or navy-blue school shorts.
- Plain white, navy blue or red socks.
- Plain white, navy blue or red tights (girls, where worn).
- Navy blue, black or white shoes, boots, sandals or trainers.
- Official Morna gilet (optional), which may be worn during cooler weather.

Flip-flops are not permitted for health and safety reasons.

#### 4.1 Primary PE Kit

Primary pupils wear their Morna PE kit to school on designated PE days.

The PE kit consists of:

- Blue Morna PE T-shirt.
- Morna shorts, skort or leggings.
- Trainers.
- School cap.
- Morna tracksuit (recommended during the cooler months).

### 5. Secondary Uniform (Years 7–11)

Students in Years 7–11 are required to wear the official Morna International College school uniform every day.

The uniform consists of:

- White polo shirt (short or long sleeves) with the school logo.
- **Grey Morna hoodie** with the school embroidered badge.\*
- **Grey Morna quarter-zip sweatshirt** (without a hood) with the embroidered school badge.
- Navy blue school trousers or navy blue school shorts.
- Official Morna navy school skort.
- Official Morna gilet (optional), which may be worn during cooler weather.
- A suitable waterproof outdoor coat, which must be worn **over** the Morna hoodie, quarter-zip sweatshirt or gilet.

**Students are expected to wear their uniform correctly throughout the school day and to take pride in their personal presentation.**

#### ***Uniform Transition \****

***During the 2026–2027 academic year, students may wear either the grey Morna hoodie or the new grey Morna quarter-zip sweatshirt.***

***From September 2027, the grey Morna quarter-zip sweatshirt will become the compulsory outer uniform garment for all students in Years 7–11. The grey hoodie will no longer form part of the official school uniform and will not be permitted.***

#### 5.1 Secondary PE Kit

Students should normally arrive at school wearing their full school uniform.

On PE days, students should bring their Morna PE kit to school and change before their lesson. Students are expected to change back into their school uniform immediately after their PE lesson unless otherwise directed by a member of staff.

The PE kit consists of:

- Blue Morna PE T-shirt.
- Morna shorts, skirt or leggings.
- Trainers.
- Morna tracksuit (recommended during the cooler months).

## 6. Duke of Edinburgh Uniform

Duke of Edinburgh clothing may only be worn when participating in authorised Duke of Edinburgh activities, including practice expeditions, residentials or other Duke of Edinburgh activities.

It must not be worn during the normal school day and should only be worn when required for the activity taking place.

## 7. Sixth Form Dress Code (Years 12–13)

Students in Years 12 and 13 are not required to wear school uniform. However, they are expected to dress in a smart, clean and professional manner that reflects their position as senior students and is appropriate for a school environment.

Sixth Form students are expected to exercise mature judgement in their choice of clothing and recognise that they are role models for younger students within the school community.

Smart attire is expected at all times. Whilst the school does not prescribe a specific dress code, clothing should be clean, modest, well-fitting and suitable for an educational setting. Casual or overly relaxed clothing, such as tracksuit bottoms, beachwear or clothing more appropriate for leisure activities, is not considered suitable for school.

The following are not considered appropriate:

- Beachwear.
- Tracksuit bottoms or sportswear (unless authorised for sporting activities).
- Crop tops or low-cut tops.
- Clothing that exposes the midriff or abdomen.
- Very short skirts or shorts.
- See-through garments.
- Clothing displaying offensive slogans, logos or images.
- Flip-flops or beach footwear.

The school reserves the right to make the final decision regarding whether clothing is appropriate for the school environment. Students may be required to change into more suitable clothing before attending lessons. Where appropriate, the school may lend items of school uniform for the day, or parents/carers may be asked to bring suitable clothing to school as soon as possible.

Students will not be permitted to attend lessons until they are dressed appropriately in accordance with this policy. We ask families to support the school by ensuring that students arrive each day dressed appropriately, helping to minimise unnecessary disruption to learning and the school day.

## 8. Personal Appearance

The following standards apply to all students unless otherwise stated.

### Jewellery

Jewellery should be kept to a minimum.

Students may wear:

- One pair of small stud earrings or small hoop earrings.
- A watch.
- A discreet necklace worn beneath the uniform where appropriate.

The following are not permitted:

- Large hoop earrings.
- Facial piercings are not permitted, with the exception of a single small, discreet nose stud for students in Years 10-13, provided it has been approved by their parents or carers.
- Excessive jewellery.

For health and safety reasons, students may be asked to remove jewellery or cover earrings during PE lessons or other practical activities where necessary.

### Hair

- Hair should be clean, neat and well-groomed.
- Hair should be of a natural-looking colour. Hairstyles likely to cause unnecessary distraction and non-natural hair colours are not permitted.
- For health, hygiene and safety reasons, students in EYFS and Primary with long hair are required to keep it tied back throughout the school day.
- Secondary students are also encouraged to tie back long hair where appropriate, particularly during PE, Science, Design & Technology and other activities where this may be necessary for health and safety.
- The school may also request that a student's hair is tied back where this is considered necessary for hygiene, safety or educational activities.

### Nails

Students are expected to keep their nails clean, neat and appropriate for a school environment.

The following are not permitted:

- Excessively long nails.
- Nail extensions or artificial nails that are considered impractical or unsafe for school activities.
- Nail designs that are likely to cause unnecessary distraction or present a health and safety risk.

In the Secondary school students may wear short, well-maintained gel or acrylic nails, provided they are of a sensible length and do not interfere with learning, practical lessons, sport or health and safety requirements.

Where a member of staff considers a student's nails to be inappropriate, the student may be asked to shorten or remove them before returning to lessons. The school reserves the right to determine whether a student's nails are appropriate for the school environment.

## Eyelashes

False or artificial eyelashes that are excessive or unsuitable for a school environment are not permitted.

## Tattoos

Morna International College encourages students to consider carefully the permanent nature of tattoos.

Whilst the school recognises that some Sixth Form students may legally choose to have tattoos, visible tattoos are not considered appropriate within the school environment. Students may therefore be asked to ensure that tattoos are covered whilst attending school or representing the school at official events.

## Footwear

Footwear must be safe, practical and appropriate for school.

Students may wear:

- Plain school shoes.
- Plain trainers (designed for everyday wear).
- Boots.
- Sandals (EYFS and Primary only, where appropriate).

The following are not permitted:

- Flip-flops.
- Sliders.
- Backless shoes.
- Beach footwear.

## Headwear

Students may wear hats or caps outdoors for protection from the sun during breaktimes, lunchtime and other outdoor activities where appropriate.

The following are not permitted:

- Hats, caps or hoods worn inside school buildings unless authorised for medical, educational or religious reasons.

## Girls' Skorts

Girls wearing the official Morna school skort must ensure that it reaches **at least mid-thigh when standing naturally**.

The following are not permitted:

- Rolling or folding the waistband.
- Wearing the skort above mid-thigh.
- Purchasing an excessively small size in order to shorten the garment.

If a student's skort does not comply with this policy, their Form Tutor, a member of the Pastoral Team or, in some cases, a member of the Senior Leadership Team (SLT) may instruct the student to report to the Main School Office.

Where necessary, the student will be required to purchase a replacement skort and change into the correct uniform before returning to lessons. The cost of the replacement garment will normally be charged to the family's cashless account where sufficient funds are available. If this is not possible, parents/carers will be contacted to arrange payment or to provide a suitable replacement.

Students will not be permitted to attend lessons until they are wearing a skort that complies with the school's uniform policy.

## Trousers and Shorts

School trousers and shorts must be worn correctly and securely around the waist at all times.

The following are not permitted:

- Wearing trousers or shorts excessively low on the hips.
- Sagging trousers or shorts.
- Visible underwear.

Students may be asked to adjust their clothing immediately if it is not being worn appropriately.

## Reasonable Adjustments

The school recognises that, in certain circumstances, reasonable adjustments to this policy may be appropriate for medical, cultural or religious reasons. Parents or carers wishing to request an adjustment should discuss the matter with their child's Head of Section or Pastoral Leader. Requests will be considered sensitively and on an individual basis.

## 9. Lost Property

Despite our best efforts, a considerable number of uniform items, PE kits, coats, water bottles and other personal belongings are left around the school each year.

To help reunite these items with their owners, Morna International College maintains a well-organised Lost Property area located adjacent to the Main School Office. Items are sorted into clearly identified sections, with clothing hung on rails wherever possible, making it easy for students and parents to locate missing belongings.

Where clothing is clearly labelled with a student's name, staff will always endeavour to return it to its owner. Unfortunately, many items are either unlabelled or have had name labels removed, making it impossible to identify their owner.

Lost property is normally retained for **one school term**. After this time, any unclaimed items may be donated to the Morna PTA's second-hand uniform scheme where appropriate, recycled, or disposed of responsibly.

Parents and carers are strongly encouraged to label all clothing clearly and to check the Lost Property area regularly. By working together, we can reduce unnecessary waste, save families money and support the school's commitment to environmental sustainability.

## 10. Compliance with this Policy

Students are expected to arrive at school wearing the correct uniform and maintaining the standards of appearance outlined in this policy.

Where a student does not comply with the school's uniform or appearance expectations, staff will seek to resolve the matter promptly and fairly. Depending on the nature of the concern, students may be asked to:

- Correct the issue immediately.
- Remove inappropriate jewellery, false nails or other items.
- Change into suitable clothing.
- Report to the Main School Office to obtain or purchase replacement uniform.
- Contact their parents/carers to bring appropriate clothing to school.

Where replacement uniform is issued or purchased through the Main School Office, the cost will normally be charged to the family's cashless account where sufficient funds are available. If this is not possible, parents/carers will be contacted to arrange payment.

Persistent failure to comply with the School Uniform, Appearance & Sixth Form Dress Code Policy may result in further action in accordance with the school's Behaviour Policy. The school reserves the right to make reasonable decisions regarding any aspect of dress or appearance not specifically covered within this policy.

The standards expected at school begin at home. We ask parents and carers to support the school by ensuring that their child arrives each day wearing clean, smart, well-maintained and correctly fitting school uniform. Working together helps us maintain the high standards of presentation that contribute to a positive learning environment for all students.

## Look Smart. Feel Confident. Be Ready to Learn.

At Morna International College, we believe that taking pride in our appearance reflects the pride we take in our learning, our community and ourselves. Thank you for supporting these values and helping every student represent Morna with confidence, pride and professionalism.

Policy Information:

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|---------------------------------------|-----------------------------------------------------------|
| <b>Policy Title</b>                   | School Uniform, Appearance & Sixth Form Dress Code Policy |
| <b>Policy Owners</b>                  | Executive Director & Head Teacher                         |
| <b>Responsible for Implementation</b> | All Morna Staff                                           |
| <b>Applies To</b>                     | Whole School Community                                    |
| <b>Review Frequency</b>               | Annual                                                    |
| <b>Next Review Date</b>               | 15 <sup>th</sup> July 2027                                |
| <b>Version</b>                        | 1.0                                                       |