



Your reference:

Our reference: FOI_25_0489

E-mail: FOI

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Direct dial: 01452 754304

Postal Address: As above

Date: 05/06/2025

Dear

Gloucestershire Constabulary Freedom of Information request 2025.0489

On 08/05/2025 you sent an email constituting a request under the Freedom of Information Act asking the following:

REQUEST 1:

Request a copy of the current Dress and Appearance/Uniform Standards for Police Officers for your force.

REQUEST 2:

Any information regarding an organised Honour Guard/Colour Guard/Ceremonial Unit within your force.

REQUEST 3:

Information regarding the training and instruction of Student Police Officers/Special Constables in foot drill as part of current initial Police Officer and Special Constable training?

REQUEST 4:

The scale of issue of uniform and equipment for new Police Officers and Special Constables for financial year 2024/2025.

REQUEST 5:

The cost of each item of uniform and equipment issued to new Police Officers and Special Constables for financial year 2024/2025.

Under the Freedom of Information Act 2000 s1, I can confirm that Gloucestershire Constabulary holds some relevant information.

REQUEST 1:

Please see the attached document

- Uniform and Dress Code Policy.pdf

REQUEST 2:

Gloucestershire Constabulary does not have a dedicated Honour Guard/Colour Guard/Ceremonial Unit within the force.

REQUEST 3:

Student officers at Gloucestershire Constabulary are taught Army/Air force style foot drills for their passing out parade.

They are taught to march, wheel, foot drill at the halt (standing to attention, ease, right dress and open order right dress).

The practise for this is often in their own time and prior to lessons.

REQUEST 4:

PC's & SC's are issued 22 items each, however PC's are provided with a larger allowance of shirts and trousers.

Items include trousers, shirts, body armour, headwear, equipment (batons, cuffs etc) and jackets

REQUEST 5:

Cost to initially kit out a PC is £793

Cost to initially kit out a SC is £721

If you are not satisfied with this response or any actions taken in dealing with your request, you have the right to ask that we review your case under our internal procedure. Please note that a request for an internal review must be made within 20 working days of the response to your original request.

If you decide to request that such a review is undertaken and following this process you are still unsatisfied, you then have the right to direct your complaint to the Information Commissioner for consideration.

The Information Commissioner can be contacted via the following means:

Website - <https://ico.org.uk/>

Call their helpline - 0303 123 1113

Email - casework@ico.org.uk

Post –

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Yours sincerely,

Disclosure Officer
Gloucestershire Constabulary



Uniform and Dress Code

Policy

Contents

Definition Key	3
Foreword	3
STANDARDS SUMMARY	4
DIVERSITY	5
APPAREL TYPES AND CATEGORIES	5
POLICE OFFICERS- WHITE SHIRT OR BLACK SHIRT	5
MICRO FLEECE	6
OUTER JACKETS	6
POLICE OFFICER EQUIPMENT AND ACCESSORIES	6
UTILITY VESTS	7
DISCRETE HARNESES	7
TASER CARRIAGE	7
BODY ARMOUR	7
HEADWEAR	8
FOOTWEAR	8
TIES- UNIFORM	9
SCARVES	9
GLOVES	9
SUNGLASSES & SPECTACLES	9
DAMAGED PERSONAL ITEMS	9
JEWELLERY	9
HAIR	10
FACIAL HAIR	10
CBRN ARV OFFICERS	10
MAKE-UP & COSMETICS	11
TATTOOS	11
MATERNITY	11
MEDALS AND MEDAL RIBBONS	11
TIE PINS, SYMBOLIC OR COMMEMORATIVE BADGES/ BRACELETS	11
LANYARDS	12
WEARING OF UNIFORM AT COURT	12

TUNIC REQUESTS.....	12
ACTING RANKS.....	13
ATTACHMENTS TO DEPARTMENTS.....	13
PERSONNEL IN NON-UNIFORM ROLES	13
WARRANT AND FORCE IDENTITY CARDS AND NAME BADGES	14
CHEWING GUM.....	14
CLEANING OF UNIFORM.....	14
ALTERING KIT & UNIFORM.....	14
TAILORING	14
LOSS OF UNIFORM / BODY ARMOUR	14
DISPOSAL OF UNIFORM	14
MULTI-TOOLS and FOLDING POCKET KNIVES	14
REPLACEMENT KIT	15
UNIFORM & EQUIPMENT PANEL.....	15

Definition Key

Personnel- refers to all persons who are members of the Constabulary as either; Police Officers, Police Community Support Officers, Police Staff, Special Constabulary, and Volunteers

Police Officers- refers to warranted Police Officers and warranted Special Constabulary as identical

Police Staff- refers to all employees who are not warranted Police Officers, warranted Special Constabulary members, or PCSO's

Uniformed Personnel- refers to all personnel who wear uniform

Non-Uniformed Personnel- refers to all personnel who do not wear uniform

Uniformed Police Officers - refers to Police Officers and Special Constabulary who wear uniform

Non-Uniformed Police Officers- refers to Police Officers and Special Constabulary whose role requires them to wear plain clothes

Uniformed Police Staff- refers to all personnel who are Police Staff and wear a Constabulary provided uniform.

Non-Uniformed Police Staff- refers to all personnel who are Police Staff who are not provided a uniform

Foreword

Gloucestershire Constabulary is a uniformed and disciplined organisation. The appearance of all PERSONNEL is important to present a professional and consistent image to the public.

We will provide you with quality uniform which is tried, tested, fit for purpose, and follows a national drive towards a standard appearance. As national uniform develops we will consider testing new products to establish if they are operationally and financially viable in order to provide you with this kit.

Standards matter so the wearing of only current uniform items will ensure that pride and care shines through in everything you do and say, in the way you act and behave, and in how you appear.

We need you to understand, believe, and commit to follow this guidance which will enhance our identity and brand. Be proud of who you are, who you work for, how you look, and be prepared to challenge any colleague that does not conform to our high standards or appearance.

Section 1 – Policy Intentions

This uniform and dress code policy details the standards of dress required by all **PERSONNEL** who represent the Constabulary.

The aim of our “Policy” and the supporting “Uniform and Dress Code Brochure” will ensure our **PERSONNEL** know why standards are important, which will leave them with no doubt what they should wear.

Section 2 – Policy wording

STANDARDS SUMMARY

- a) Personnel should dress in keeping with a professional image and dress appropriately for their role. Items should be kept clean and ironed in keeping with the high standards of appearance expected.
- b) Personnel should maintain high standards of personal hygiene and grooming.
- c) Uniformed Personnel should only wear items at work that have been officially provided and are part of the current issued uniform. Obsolete kit such as puffer style inner liners and red black Paramo jackets are no longer acceptable.
- d) Personal additions, alterations or replacements to provided uniform must not be made or worn.
- e) Personnel should not wear any items that are likely to bring the Constabulary into disrepute.
- f) Uniform that becomes ill-fitting or shows sign of wear and tear should be exchanged.
- g) Supervisory officers may direct which items of uniform are to be worn on particular occasions, operations or duties.
- h) Personnel attending training courses will wear their normal attire, unless joining instructions require a specific dress code.
- i) Uniformed Personnel are required to wear their sliders/ epaulettes clearly showing their collar/ staff number and name at all times. There may be some exceptions to this – for instance, when dealing with a terrorist incident or firearms officers who have alternative personal identification patches.
- j) Departments who require to deploy in a covert capacity may need to wear clothing appropriate to their role or specific operation. In such instances, it is accepted that police officers will wear casual clothing so as to remain inconspicuous.
- k) Uniformed Personnel should follow any specific advice about wearing uniform when travelling to and from duty, in line with the current threat level.
- l) High visibility clothing with long sleeves are compulsory when dealing with incidents where there is likely to be high speed moving traffic or where a risk assessment dictates.
- m) Clothing and jewellery that poses a health and safety risk will not be worn.
- n) The high visibility utility vest will be the routine method of carriage for officer safety equipment. This should always be the outer most layer of clothing, unless the heavy weight high visibility jacket is being worn. Belt carriage of equipment will be permitted on a case by case request

direct with central uniform stores. In these circumstances officers will still wear a high visibility vest with either empty panels.

- o) Black utility vests will only be worn by firearms and dog handlers for routine patrol.
- p) Black utility vests can be worn by Roads Policing and Vanguard officers when engaged in discrete policing tactics approved by their supervisor.
- q) Black utility vests for any other department will not be provided by Central Uniform Stores.

RESPONSIBILITY OF MANAGERS

The Constabulary expects all supervisors and managers to recognise their responsibilities regarding the dress code and to set an example to their staff by maintaining high standards of personal presentation and promoting a professional image of the Constabulary.

DIVERSITY

Gloucestershire Constabulary is committed to complying with equality and health and safety legislation.

Individual requirements may need to be considered by the Constabulary to meet specific needs, for example of staff undergoing gender reassignment, to make reasonable adjustments due to an individual's disability, or to accommodate religious observance. Each case will be considered on an individual basis.

[Appendix A](#): "Diversity in Dress" provides an understanding of faith issues related to the wearing of uniform and equipment.

APPAREL TYPES AND CATEGORIES

POLICE OFFICERS- WHITE SHIRT OR BLACK SHIRT

The following sets out the organisation expectations and give basic guidance about whether police officers should wear a black or white shirt. This will support our staff to make the right decision but always remembering the principle of needing to appear smart.

- **Operationally deployable officers** - Black shirts regardless of their rank.
- **Office based police officers ranked Inspector and below**- Black shirts.
- **Office based police officers ranked Chief Inspector and above**- White shirts.

Operationally deployable officers' definition

The majority of our workforce should be operationally deployable and will therefore wear black shirts as their routine uniform.

- response
- neighbourhood policing team
- reactive investigation team
- custody
- vanguard
- dog handlers
- roads policing unit
- firearms
- force control room (Exception to rule- Chief Inspector and above to wear white shirt)
- schoolsbeat
- citizens in policing
- RHPG (Exception to rule- Chief Inspector to wear white shirt)

Office based police officers definition

There are only few roles that fit the criteria of office based. Generally Chief Inspectors and above along with all staff deployed to work alongside the Chief Officer Group should wear white shirts. If an officer of any rank believes they are attending a sensitive external meeting and a white shirt would present a better image then this will be an individual values based decision.

Chief Officer Group who wear white shirts¹

Should wear trousers without cargo pockets.

Uniformed Police Staff

- Members of police staff will wear blue shirts.
- Front of house reception staff will wear white shirts

MICRO FLEECE

The long sleeved black micro fleece undergarment has been issued to provide staff with an additional layer of cold weather protection. These are to be worn over the regular black or white shirt if required. Shoulder epaulettes should be worn with this item.

The black or white shirt should always be worn in addition to this fleece as the fleece cannot be tucked in and does not present as high a standard of professional appearance.

OUTER JACKETS**High Visibility Jackets**

These are the default jackets to wear. Two separate jackets are provided to allow officers the flexibility where required to keep comfortable.

Heavy weight high visibility jackets

This is a waterproof long outer jacket for use when weather conditions are very poor as it provides greater protection from the rain and cold. Due to its bulky nature it can be cumbersome whilst getting in and out of vehicles hence officer and supervisor discretion will be allowed with regards to the wearing of body armour or utility vests over or under these jackets. The officers should be mindful of adopting a similar approach to their team as well as officer safety to ensure that they can have access to their tactical equipment if they feel the risk is too great to have the equipment stored on the underside of this long waterproof over jacket. This jacket is an optional jacket and will only be issued by Uniform Stores by a direct request from staff members.

Light weight high visibility jackets

This is a waterproof short jacket which allows both greater comfort and movement due to its shorter length and thinner material. Body armour should be worn under the high Vis jacket with the utility vest being outside the high Vis jacket in order that you can reach your equipment easily.

Soft shell black jacket

This is a soft shell short black jacket with a blue check band. When the officer feels that this jacket will provide comfort then they can be worn at any location and whilst performing any role. Body armour and utility vest should always be worn over this soft shell black jacket.

POLICE OFFICER EQUIPMENT AND ACCESSORIES

¹ Research is underway to obtain an alternate supplier of office based trouser that do not have cargo pockets. This will enable officer based trousers to be worn by Chief inspectors and above when in white shifts. As of August 2024 the Constabulary does not have a suitable supplier that can provide a quality trouser at a reasonable price.

When on operational duty, all uniform police officers will be responsible for ensuring that they have with them:

- baton;
- handcuffs and key;
- Incapacitant Spray;
- Items of uniform and equipment that will allow them to perform their duties and respond to any standing or dynamic risk assessment.

UTILITY VESTS

The high visibility utility vest will be the routine method of carriage for officer safety equipment. This should always be the outer most layer of clothing, unless the heavy weight high visibility jacket is being worn.

Belt carriage of equipment can be permitted if there is a medical necessity for doing so, which has been confirmed via occupational health. In these circumstances officers will still wear a high visibility vest with empty panels as this supports uniformity and affords a level of reflective protection when working on roads.

Roads policing officers should also wear the high visibility utility vest as their default utility vest. There will be a few occasions when a supervisor can direct roads policing officers to wear a black utility vest when engaged in discrete policing tactics. Road Policing Officers who are deployed in a marked vehicle are not operating in a discrete manner and as such should wear the High Visibility utility Vest and not a Black utility Vest.

Body armour which have a Molle style cover will only be worn by firearms and dog handlers for general patrol.

Black utility vests can be worn by vanguard officers when operating in a discrete capacity.

Black utility vest for any other role will not be provided by Central Uniform Stores.

It is becoming an increasing trend for officers on various teams to deploy in a discrete capacity. These actions should be avoided as our normal operating procedures will be to be visible. As such black utility vest for any other role will not be provided by Central Uniform Stores.

DISCRETE HARNESES

The purpose of these are to discreetly carry Police Radios, Asps, BWV, and Handcuffs. These will only be issued to Detectives, Integrated Offender Managers, and Vanguard officers who for officer safety reasons need to deploy with all these items of equipment.

These will not be issued for short term operations by personnel who are usually uniformed.

TASER CARRIAGE

The routine method of carriage of Tasers for officers equipped with this item will be utilising the approved holster that will held on their belt. Tasers officers can request an alternative molle panel to allow the Taser to be carried on the utility vest.

Firearms and dog handlers are permitted to carry their Taser in an approved holster or pouch on their utility vest or body armour.

BODY ARMOUR

Body armour should be worn at all times, when officers and PCSOs are operationally deployed, in line with the prevailing security threat. The high visibility vest should be worn over the body armour.

HEADWEAR

Headwear clearly distinguishes officers and must be worn by uniform officers and PCSOs when in public view, including walking around the external police estate as these areas also are occasionally visible by the public. Hats may be removed whilst in vehicles or buildings.

There will be times that the immediacy of an appropriate response to an incident will dictate otherwise and a common sense approach will be applied in such instances. These situations are likely to be few and far between because we have adopted a practical “bump cap” style of headwear for regular patrol.

The bump cap (otherwise known as a baseball cap) will be the routine headwear to be worn by all officers regardless of rank whilst deployed in black or blue shirts.

The bowler hat or custodian helmet will be the headwear to be worn by Constables and Sergeants whilst in white shirt attire only.

Inspectors and above in white shirt attire should wear the flat cap or bowler hat.

Flat caps will only be issued to Inspectors and above.

Roads policing officers will also wear the bump cap for general patrol. Roads policing will no longer be issued, and will no longer wear a white cap for any patrol purposes or ceremonial occasions. For ceremonial purposes the officer will now either wear a bowler hat or custodian.

The traditional headwear which consists of custodian, bowler, or PCSO flat cap will only be worn for ceremonial duties such as parades and funerals.

Sikh officers and uniformed staff may wear a black turban with a modified cap badge. Muslim officers and uniformed police staff may wear traditional headdress (hijab) underneath the standard issue hat.

Beanie style hats can be requested from central uniform stores to be worn in exceptional adverse weather conditions such as snowfall or extreme cold temperatures. Officers should recognise that these are not to be worn whilst on regular patrol.

FOOTWEAR

Uniformed officers and uniformed police staff will wear plain black boots or shoes, which are appropriate for the role. Footwear must be clean and polished, with plain fronts and only a low flat heel.

Force issue footwear is required for certain roles such as motorcyclists, firearms, public order, and search officers. The organisation will provide a regionally approved footwear that has been tested to meet the HSE requirements for the role.

There will be rare occasions that the entitled individual finds that the force issued footwear aggravates a medical condition and they would prefer to source a footwear brand they believe fits the health and safety requirements and also supports their comfort. In such cases the organisation will reimburse the individual for the cost of such footwear up to the value of £100.00² on proof of a receipt. This can be claimed every two years if the item is worn and needs replacement.

² £89.80 is cost to purchase firearms Altberg boots

Safety boots (for our civilian staff) will be issued to individuals from certain departments where there is a genuine requirement (such as handymen, property staff) and where approval is given by their line manager. The limit to spend on safety boots is £50 and Uniform Services must be contacted prior to collecting the safety boots locally.

Rubber or wellington boots may be worn when conditions require. Stores have a small stock, should wellington boots be required for operational use.

Socks worn with uniform will be plain black or dark blue.

A common sense approach should be taken to foot and leg wear worn with plain clothes, which should be of a conservative nature and practical for the role undertaken.

GENERAL PATROL UNIFORM TROUSERS/ CARGO TROUSERS

Please refer to Appendix B for full detail in connection with this topic.

TIES- UNIFORM

All uniformed officers and staff who wear a white shirt will also wear a black tie and named epaulettes. Officers are trusted to make a professional decision to remove ties in cases of hot weather.

SCARVES

Scarves will only be worn if issued to those in specialist roles. An exception will be made for Muslim officers and police staff (See diversity in Dress Appendix A). A plain black self-provisioned scarf is permissible for all officers and police staff in inclement weather.

GLOVES

When gloves are issued, these may be worn at the discretion of the officer. Specialist and safety gloves must be worn and used as intended. Ceremonial white gloves can be provided when required.

SUNGLASSES & SPECTACLES

Prescriptions spectacles worn during operational activity, including roles that involve direct contact with the public, must have lenses made of safety plastic and not glass, for health and safety reasons. The frame should generally be plain and neutral in colour and style. ([See Spectacles Policy](#))

Police drivers may only wear sunglasses when driving in conditions of bright sunlight. The frame type must be plain and appropriate for police duty. Mirrored or very dark lenses are not authorised. Sunglasses should be removed when speaking to or dealing with a member of the public. Gloucestershire Constabulary will accept no liability for any damage to or loss of sunglasses.

All other staff should adopt a sensible approach when wearing sunglasses, spectacles or contact lenses, ensuring that they are not offensive or likely to present a negative image of the organisation.

DAMAGED PERSONAL ITEMS - WHILST ON DUTY

Claims for any damage to a wrist watch, no matter how expensive the watch is will only be supported on presentation of the damaged watch and/ or a receipt up to a maximum of £25.

JEWELLERY

The Constabulary trusts that our employees will use their professional opinion that anything worn will appear smart, professional, and non-offensive, not be excessive in number, and will not affect personal safety. Where jewellery impacts on anyone of these then the officers' line manager will be the decision maker with regards to its continued use.

General guidance for our employees would be that they may wear rings, studded earrings, and bracelets. However necklaces must not be visible when in uniform.

Except for earrings, no visible body piercing jewellery may be worn at work. Employees must consider the risks involved in wearing non visible body piercing and self-assess the suitability of wearing such jewellery whilst working.

HAIR

All uniformed officers and staff will wear their hair in a neatly maintained style, clear of the face, and above the collar line. If hair falls below the collar line then it should be secured in an alternative style close to the head, in a bun or similar.

Police staff who are in non-public facing roles (e.g. Control Room) are permitted to wear hair in pony tails ensuring any appearance still reflects the professional image of the Constabulary.

Hair fasteners other than slides, grips, ties or bun nets should not be worn.

Hairstyles for those not wearing uniform should reflect the professional image of the Constabulary.

Unconventional hairstyles which may cause ridicule and question the professionalism of the Constabulary are not permitted. This could include patterns or motifs cut into the hair or conspicuously unnatural colour (s) or structure.

Officers in specialist posts or engaged in specific operations may have a genuine operational requirement not to comply with this section of the guidance. Each case will be judged on its merits and suitability.

FACIAL HAIR

Facial hair must be smart, clean and tidy at all times whilst Officers and Police staff are at work.

Moustaches, beards and sideburns may be worn. Shapes, patterns or extreme styles are not permitted as they may portray an unprofessional image.

Where an individual is required to maintain a long beard, this should be accommodated on an individual basis but may require risk assessment for specific duties.

An “unshaven” appearance is not desirable; therefore beards or moustaches should be grown whilst off duty or when there will be no contact with the public. Staff without beards should report for duty clean shaven.

Eyebrow hair must not be shaved or styled to portray any pattern or design.

Officers in specialist posts or engaged in specific operations may have a genuine operational requirement not to comply with this section of the guidance. Each case will be judged on its merits and suitability.

CBRN ARV OFFICERS

In order to ensure a safe system of work and comply with legislative requirements, officers trained as CBRN ARV who are not exempt for religious, cultural or medical reasons must adhere to the following:

Make-up or creams or gels can be worn as per force policy and must have been Port-a-count tested to ensure the product does not interfere with the respirator seal.

ARVO's must be clean shaven daily. Beards are not acceptable. If an ARVO decides to have a moustache then this must be Port-a-count tested to ensure the length of the moustache does not interfere with the respirator seal.

MAKE-UP & COSMETICS

All staff may wear moderate makeup suitable to their skin tone, it is recognised that make up may be worn for medical purposes. Fingernails should be kept short and clean. Nail polish may be worn but should be professional in appearance and neutral in colour. Neutral nail colours tend to sway toward shades that are closer to a range of skin colours. These include understated colours such as beige, clear, light brown, cream, and pale pink over flashy colours. See appendix c for examples.

TATTOOS

All staff may display tattoos, unless they are deemed offensive, inappropriate and or unsuitable. If their supervisor deems the tattoo to be such, the supervisor will refer the matter to PSD for the final decision to be made as to whether the tattoo falls into this category and if it does, it must be concealed.

By way of guidance, tattoos on or around the face would, in all instances need to be concealed, as they will be deemed inappropriate for work.

MATERNITY

Police officers and police staff who were previously required to wear uniform may wear maternity wear (plain clothes) in order to meet their own personal needs. The time to make the transition from formal uniform to maternity wear is left to the discretion of the individual concerned, in consultation with their line manager.

MEDALS AND MEDAL RIBBONS

Medals, commendation with star and ribbon broach bars may only be worn if authorised by the Sovereign or the Chief Constable. These ribbons should not be worn during regular duty days and should be reserved for ceremonial duties whilst in tunic attire. They should not be worn with other garments such as softshell jackets.

Medal ribbons should be positioned just above the left breast pocket flap of uniform and tunics (not on "sliders"), centred over the pocket button, and should be worn in the order of importance from right to left e.g. the Queen's Jubilee medal first, followed by the Police Long Service or enamel long service decoration, Good Conduct Medal etc.

Medal ribbons for passing out parades are not permitted. Once an officer has passed out and requests a medal ribbon on a tunic for a future ceremonial event, then this will be considered by Central uniform Stores (CUS) based on the capacity of CUS to facilitate the request. Medal ribbons are not to be worn for interviews.

TIE PINS, SYMBOLIC OR COMMEMORATIVE BADGES, BRACELETS, EMBLEMS

The wearing of any of **pins, symbolic or commemorative badges, bracelets, or emblems** by personnel should be limited to one small item at a time. The item must not cause any damage to the uniform provided. During times of national reflection or national awareness weeks, an additional item can be worn for that short period of time (e.g. a Poppy).

Please be aware that some items may cause personal offence to others. If this occurs, we will review the wearing of such items on a case-by-case basis to determine whether the item is appropriate and can continue to be displayed.

There may be occasions where the wearing of a particular item may be politically contentious or cause a safety concern, therefore a supervisor may require the temporary removal of the item.

The Thin Blue Line badge or patch is not support by the Constabulary.

LANYARDS

The Constabulary will provide a standard lanyard to colleagues who are required to wear a lanyard.

Alternative lanyards such as those promoting a Support Association Network, Police or Partnership team, Unison or Federation, or ones that identifies a specialist skill set or hidden disability may be worn.

There may be occasions where the wearing of a particular item may be politically contentious or cause a safety concern, therefore a supervisor may require the temporary removal of the item.

When on police premises all personnel regardless of role when in non-operational uniform must be wearing a lanyard accompanied with identification.

WEARING OF UNIFORM AT COURT

Whenever a uniformed police officer is personally required to attend Crown or Coroner's Court to give evidence, they should wear a white shirt, black tie, trousers and traditional headwear. If evidence can be given via video link then the officer can wear their normal duty uniform so that they are operationally deployable for the maximum amount of time.

PPE and body armour should be accessible if required to be operationally deployed.

In relation to PCSO's and all other non-police but uniformed staff, the expectation is that they will attend court (Magistrates and Crown) in their normal working uniform- there is no requirement for them to obtain and wear a white shirt and tie.

All plain-clothed officers will attend court in smart business attire.

When attending Magistrates Court, all staff should wear their normal uniform.

TUNIC REQUESTS

It is acknowledged that there are both internal and external events or ceremonies that may necessitate, or in which an officer or PCSO may prefer, wearing a tunic. To ensure fairness and consistency in handling such requests, persons should email the Deputy Chair of the Uniform Panel for approval.

For non-police events (e.g., funerals or weddings), the request must also be supported by the officer's line manager. The wearing of police uniform to weddings is not an ideal method of dress. Consideration should be given to fact that whilst wearing uniform you cannot drink alcohol and should not verbalise any comments in conversation or speeches that would divert from the professional image of being a member of the Constabulary.

All requests should clearly outline the date and nature of the event. Given the limited stock of tunics, this information will be used to prioritise and make a decision. The Deputy Chair will communicate their decision to the requesting person and the uniform stores as appropriate.

Tunic stock availability is limited both in terms of sizing and number. Therefore issue of a tunic will be subject to availability.

Tunics should not be worn to internal promotion or job interviews. Dressing in such a manner may generate a bias of opinion of the panel and as such interview applicants should either dress in normal business attire, normal black shirt uniform, or normal white shirt uniform dress.

ACTING RANKS

Personnel who are authorised to perform acting duties in the next rank will be permitted to wear the insignia of the rank into which they are acting.

Personnel are expected to wear epaulettes which display their rank/ name – however, it is accepted that there may be occasions when that isn't possible when they are acting up as they may not have been provided with epaulettes at that higher rank.

In those instances Personnel are permitted to wear plain epaulettes displaying the higher rank. If they are required to act on a regular basis or the requirement to perform Acting is longer than 28 days then the individual is to request a new set of epaulettes/ sliders that show the higher rank to include their collar number and name. Personnel will need to provide uniform stores with good notice so these can be ordered in preparation.

ATTACHMENTS TO DEPARTMENTS

Personnel undertaking attachments will be issued the correct uniform/ equipment for the role if:

- The attachment is for longer than 4 months
- Necessary for a health and safety reason

Written confirmation of the attachment must be provided by the officer's supervisor.

PERSONNEL IN NON-UNIFORM ROLES

All personnel who do not wear a uniform should wear professional business attire (unless there is an operational requirement not to do so).

Dress should reflect a professional image and where members of the Constabulary are meeting with or visiting other organisations, they should dress in a way that reflects the expectations of that organisation.

The following are not acceptable unless to fulfil a requirement of a specific role:

- jeans
- sweatshirts or T-shirts
- gym wear
- beachwear
- flip flops (has to be medical need)
- training shoes

All clothing worn should be appropriate to the dignity and professionalism of the work place, and should not be revealing or present a possibility that colleagues or members of the public may find it offensive or embarrassing.

If there are documented medical reasons to wear adapted footwear then this can be permitted under the authority of a supervisor.

WARRANT AND FORCE IDENTITY CARDS AND NAME BADGES

Warrant cards should be carried at all times by warranted officers, both on and off duty. Whilst on work locations all personnel need to wear their identity card in an overt location on their body so that they are easily identifiable.

CHEWING GUM

As a matter of courtesy and professionalism the chewing of gum or sweets will not be permitted when dealing with the public or at professional meetings.

CLEANING OF UNIFORM

Personnel are encouraged to wash High Visibility Jackets as opposed to straightforward replacement because they can be washed up to 15 times before they begin to fade or lose their reflective abilities.

ALTERING KIT & UNIFORM

Modifications to kit should not be undertaken. Personnel will need to seek the opinion from the Occupational Health/ force doctor if any of the current uniform/ kit are causing problems. (This is due to legal reasons regarding PPE regulations).

TAILORING

Tailoring services do not include requests to modify kit where pouches/ kit holders are moved to suit an officer's personal preference.

LOSS/ DAMAGE OF UNIFORM/ BODY ARMOUR

All loss of uniform must be reported to Central Uniform Stores via the officer's first line manager stating what efforts have been made to locate the missing item before a new request is submitted. Due to cost and length of time of replacement (10 week delivery) any loss of body armour should also seek the endorsement from the officer's second line manager prior to a replacement being ordered.

There will be occasions where personal footwear becomes damaged in the line of an employee's work. Such examples could be significant soiling of footwear in sewage or blood. Replacement of these personally purchased items will be considered on a case by case basis by application to the Deputy Chair of the Uniform and Dress Code Panel.

If approval is granted the Constabulary will afford the applicant with either a pair of Police Search boots, or allow the person to submit a claim up to the maximum value of £100 for contribution towards alternate footwear which is supported by a receipt.

Persons who experience situations where blood and other bodily fluids are displaced onto footwear and clothing should complete the College of Policing training package on Blood borne viruses. This training package will provide advice on cleaning and the potential risks that they may be exposed to. Not all items that are touched by blood or bodily fluids require replacement.

DISPOSAL OF UNIFORM

Damaged/ Soiled items must be bagged and sealed with biohazard tape and disposed of in a suitable clinical waste bin nearest their location.

Trousers and shirts that are no longer serviceable are sent to a local charity who use the clothing for rag and money raised goes to a Gloucestershire hospice.

MULTI-TOOLS and FOLDING POCKET KNIVES

Multi tools or folding pocket knives are not personal protective equipment.

Any multi tool or folding pocket knife carried by officers or staff should be such that they are not unlawful as set out by S139 Criminal Justice Act 1988; either by exemption or through the statutory defences.

Use of any multi tool or pocket knife should be proportionate, legal and necessary and compatible with the College of Policing's Code of Ethics and as such officers and staff are accountable for their use.

The pocket knife should be securely carried and in such a way as to minimise any negative public perception e.g. stored in a kit bag or out of sight from the Public such as tucked within a Tac vest.

REPLACEMENT KIT

After the initial issue of kit, all new requests will be on a "like for like" replacement basis only. Therefore there is a necessity to return all ill-fitting or worn out kit so that it can be recycled.

UNIFORM & EQUIPMENT PANEL

The Uniform & Equipment Panel (UEP) is a panel of personnel from across the Constabulary that meet quarterly to discuss potential uniform changes and any out of the ordinary uniform and equipment requests.

The minutes for all meetings can be found on the [Uniform and Equipment](#) help pages.

All requests for additional uniform/ equipment/ changes to the standard issue will be considered by this board.

Section 3 – Procedural guides

None

Section 4 – Relevant Legislation (Human rights/ diversity/ Health & Safety/ any other specifics)

Equality Act 2010
Human Rights Act 1998
Health and Safety at work Act 1974
PPE Regulations 2002

Section 5 – Related References

Uniform and Dress Code brochure (Will be refreshed in early 2025)
Uniform Approach

Section 6 – Identification, Monitoring and Review

The Policy should enable consistent and effective decision making. Where operational or managerial circumstances require any decision making that would adversely affect adherence to the policy or procedure, in line with the 'Statement of Intent' of the constabulary and the police service 'Code of Ethics', if an officer/ police staff member believes that they need to make a decision that steps outside of policy and procedure they should do so, provided that:

- the officer/ police staff member raises the matter at the earliest opportunity (and ideally before any such decision is made) with their line manager declaring their intended (or actual) course of action if notification is made after the decision is taken,

- produces, in a timely manner, a signed and dated written explanation of why it is/ was deemed necessary to step outside of policy and procedure, and
- maintain an adequate record of this written rationale for audit purposes appropriate to the circumstances/ contravention

GSC Security Marking:		NO MARKING REQUIRED		
Type		Policy		
Department		URN	Strategic Board 'signed off'	Author/ Reviewer
		68	IGB – include date signed off	Superintendent Carl Bourne
Version	Date (effective from)	History of changes (ensure public copy amended and uploaded to external website)		Complied with Policy Guidance ✓
1.0	26 th June 2019	New Policy drafted to replace the old policy and given the name Uniform and Dress Code Policy which will directly support the Uniform and Dress Brochure		✓
2.0	29 th July 2019	Decision made to remove white flat caps from force issue for general patrol, remove all references to gender, and change necessity for male employee to wear a tie at court. Dark blue socks permitted. Advice for officers to obtain maternity uniform.		
2.1	28 th August 2020	Page 2- Arktis jackets no longer to be worn by firearms. Page 2- Black Paramo jackets added to obsolete kit. Page 2- Red Paramo search kit will only be worn whilst engaged in a search. Page 3- Section (N) changed to state that utility vests should always keep the attachments on the vest as this improves the visibility of the vest and increases uniformity. Page 4- Force response team changed to "Local Policing Team". Traffic changed to "Roads Policing Unit".		

		Page 4- Micro Fleece section incorporates change to whole paragraph. Page 5- Utility Vests- section changed to allow Tasers to be carried on vest, also empty panels to be worn on vest to increase visibility. Page 5- Taser carriage amended to support utility vest carriage. Page 6- Maximum limit added to safety boots. Page 6- Beanie style hats permitted in certain conditions. Page 8- Alteration made to maternity wear. Page 9- Details added regarding medals for passing out parades and not for interviews.	
2.2	27 th Sept 2020	Page 5- Light Weight High Vis Jackets; wording changed to state that body armour should be worn under this jacket and not over	
2.3	5 th April 2021	Changes made to reflect decisions of UEB: Page 3- Para (N) changed to permit belt carriage. Page 5- Utility vest para changed to permit belt carriage. Page 6- Headwear section changed to permit beanie hats to be worn. Page 6- Footwear para changed to reflect that staff can occasionally purchase their own. Page 7- Section entitled "Watches" changed to damaged personal items to reflect other items that may be damaged.	
2.4	5 th May 2021	Safety boot allowance increased from £40 to £50	
2.5	12 th May 2021	The allowance changed from £81.67 to £100.00 based on research of retail price of boots. Entered in footwear section on page 6.	
2.6	24 th June 2021	New section added with reference: THE WEARING OF TIE PINS, SYMBOLIC OR COMMERATIVE BADGES, BRACELETS, EMBLEMS.	
2.7	17 th June 2021	NPCC advice regarding multitools and folding pocket knives added in policy.	

3.0	16 th August 2024	Full review of policy. Move to new template. Page 4 (C) - The following text has been removed as Arkis Style Jackets have not be issued for more than 10 years so this can be extracted. Black Arkis style jackets can only be worn by Dog handlers, and SOCO whilst they are performing that specific role. Page 4 (H) Duty uniform changed to attire. Page 5- Section (P and Q) added to clarify when Black Utility Vests can be worn. Page 5- Local policing team changed to response. Page 5- Local Investigations team changed to RIT. Page 5- Force crime operations (Support Group Officers) changed to vanguard. Page 7- The following text inserted- Road Policing Officers who are deployed in a marked vehicle are not operating in a discrete manner and as such should wear the High Visibility utility Vest and not a Black Vest. Page 7- The following text inserted- Black utility vests can be worn by vanguard officers when operating in a discrete capacity. Page 7- The following text inserted- It is becoming an increasing trend for officers on various teams to deploy in a discrete capacity. These actions should be avoided as our normal operating procedures will be to be visible. As such black utility vest for any other role will not be provided by Central Uniform Stores. Additional clarification added regarding Discrete Utility Vests. Page 8- New text inserted to clarify that the white cap will be removed from our organisation. The text states- Roads policing officers will also wear the bump cap for general patrol. Roads Policing will no longer be issued, and will no longer wear a white cap for any patrol purposes or ceremonial occasions. For ceremonial purposes the officer will now either wear a bowler hat or custodian.	
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		New Text added to state that headwear will also be worn whilst walking around the external police estate. Page 10- New section added to cover CBRN ARV OFFICERS. First paragraph of guidance on hair amended to; All uniformed officers and staff will wear their hair in a neatly maintained style, clear of the face, and above the collar line. If hair falls below the collar line then it should be secured in an alternative style close to the head, in a bun or similar. Page 11- clarification added with regards to wearing of medals. Page 11- Adjustment made to adorning medal ribbons to tunics based on CUS capacity. Page 11- New guidance provided with respect to tie pins, badges, bracelets, and lanyards. Page 12- New section added to Policy to be more specific about requests for Tunics. In addition clarification that they should not be worn for interviews. Page 14- Board changed to Panel. Section added to cover damage to footwear. Page 25- Appendix B added to cover General Patrol Trousers. Appendix C added to give visual example of neutral nail colours.	
Formatting and Publication:		Governance and Compliance Team	
Next Document Review Date: August 2025			
EIA	EIA Sign Off – name and date		EIA Review – name and date
LOW/ MEDIUM/ HIGH – <i>Ensure EIA created and reviewed in line with policy creation/ review</i>			
Link to EIA – G&C to complete hyperlink action			
SIA – if required	SIA Sign Off		SIA Review

FREEDOM OF INFORMATION - This version can be placed on the public domain website as no marking required		

Appendix A: Diversity in dress

We want to demonstrate our commitment to embracing diversity within our uniform and dress codes in terms of recognising individual needs arising out of religious beliefs. Not only will this allow staff the freedom to observe their faith at work, but the visible presence of diversity within our workforce will also demonstrate to the communities we serve that we are an inclusive and welcoming organisation.

We have a responsibility to always consider the health and safety implications for our staff, but are determined to positively support requests wherever possible.

Within the uniform entitlement list there is a variety of kit that constitutes PPE. The majority of PPE doesn't present any difficulties as alternative ways of wearing the item could be found or the risk controlled in a different way.

Two items of equipment namely protective headwear and full/ half face respirators may conflict with the cultural beliefs for Sikh members of staff.

The police service actively welcomes and encourages diversity within the workforce. Accordingly, the standards are written from the positive perspective of there nearly always being a solution available that acknowledges and supports both the individual and the organisation's duties and responsibilities.

Key areas for consideration are identified in the guidelines below, but these will no doubt grow and evolve over time as we become aware of new areas for development. These guidelines will be updated as necessary to reflect this.

Although this policy is intended to provide guidance to managers and staff, it does not replace the need for discussion with the individuals concerned. This will ensure that each solution meets the specific personal needs identified.

Generally, all of the details below apply to religiously observant members of staff in the application of their faith. It should also be remembered that there may be members of specific faiths who choose not to display their belief openly or through their appearance or dress.

Headwear

Islam

The Muslim dress code is based on the principles of modesty and is applied to both males and females.

In terms of headwear, individuals may wear the **hijab**, which is a scarf that covers the head and neck, and which may be fastened with a pin. Operational staff must liaise with Stores to obtain a hijab that fastens with Velcro, press-studs or is elasticated so that it does not require any fastening mechanism. To ensure that any health and safety risks are minimised, the hijab must be fastened in a way that allows quick release. The hijab can be worn under the police bowler hat or bump cap, although it will be acceptable for no additional headwear to be worn on top of the hijab. If a high visibility jacket is being worn, the hijab must be tucked inside the collar.

Individuals may wear a prayer hat – a **kufi or tupi**– which should normally fit underneath the custodian helmet or bump cap and which has no health and safety implications.

Judaism

Persons of the Jewish faith may wish to wear a skullcap – a **kippah**– which would fit underneath the custodian helmet or bump cap and which has no health and safety implications.

Sikhism

Persons of the Sikh faith may wear a **turban** to cover their uncut hair.

Turbans can be worn instead of the custodial helmet or bump cap for standard tours of duty. However, in the event of a public order incident, the NATO style helmet must be worn to protect the health and safety of the officer, his or her colleagues and members of the public. Additionally, other policing activities which, for the same reasons of health and safety, require the wearing of protective headwear e.g. motorcycle unit, pedal cycle patrol etc. will not be permitted without the wearing of full PPE including headwear i.e. motorcycle or pedal cycle helmets.

Those Sikh officers who feel they cannot remove their turban and wear protective headwear or helmets for reasons of their religion will not be trained or deployed in these or other capacities which may compromise the health and safety of themselves or others. Sikh officers will be fully supported by their managers in their choice.

This aspect of policy (i.e. exemption from selected training and deployment) will remain in place unless there is potential, in future, for force resilience or operational capacity to be undermined at which point it shall be reviewed.

Where an individual exemption has been granted, this will remain in place throughout the officer's career or until such time that the officer's religious observance may allow them to wear the protective headwear. In such times of force resilience or threat to operational capacity, the officer may be required to be deployed to a different role other than their current role.

All headwear that is worn with a police uniform must be in the appropriate colour (black or navy blue). Any material chosen must be of a matt finish and should be wool based to avoid potential fire risks of synthetic materials.

There is no requirement for the force crest or chequered banding to be worn on the item.

Sikh police staff are permitted to carry a miniature Kirpan which should be worn beneath outer clothing and away from sight.

Clothing

Detailed below are some variations that should easily be accommodated within the workplace (unless otherwise stated). Please note that the details below will inevitably develop over time:-

Observant Muslims and Jews are required by their faiths to dress modestly. Where a uniform is worn, religiously observant staff may require garments of a larger size than expected to ensure that the outline of their body is not visible (i.e. longer jackets).

Some observant Muslim staff may require trousers that are shorter than usually worn – Stores can accommodate such requests.

Some Muslim may choose to wear the **jilbab**– a long garment that covers most of the body. Whilst this is not appropriate for a police officer or PCSO to wear, it should present no problems for most members of police staff, although it is recognised that it would not be acceptable in some roles. Guidance on this can be sought through HR.

Some Jewish individuals may choose to wear a skirt rather than trousers.

Hair

Where hair is worn longer on religious grounds, it must still be secured above the collar to avoid health and safety risks.

Facial Hair

Whilst a short-cropped beard may be acceptable to some faiths, others do not permit beards to be cut, in which case the beard does not need to be cut but the employee should be aware of potential health and safety risks whilst on operational duty.

Staff should be aware that if their role requires them to wear a respirator, they will need to be clean-shaven.

Accessories

The Sikh religion observes the five Ks. The extent to which this is observed is dependent on the individual. The Five Ks are described below:-

- Kesh - uncut hair, observant Sikh's will not cut or trim their hair (this symbolises the uniqueness and identity of the faith)
- Kangha - a small wooden comb usually worn in the hair (worn for hygiene reasons).
- Kara - a steel bracelet worn on the wrist (a symbol of brotherhood and unity amongst Sikhs).
- Kachera - knee length shorts (traditionally worn at times of battle enabling ease of movement in combat).
- Kirpan - a short sword (a symbol of spirituality and defence of those in need).

Wearing the Kirpan

The wearing of the symbolic Kirpan presents no significant risk to health and safety. It can be worn on a chain around the neck or in a small holster under the person's clothes. It must always be concealed from view.

Should a Sikh officer or Sikh police staff member not feel able to wear a symbolic Kirpan for religious reasons, then an individual risk assessment will be carried out to determine

any health and safety risks to self and others. A decision will be made based on this risk assessment if the wearing of that style of Kirpan is acceptable.

If line managers have any concerns, they should first discuss the matter in a sensitive, supportive and discreet way with the individual involved. If there are still concerns after any discussion then the matter should be referred to the Health and Safety advisor.

Veganism

It is recognised that some items of uniform and equipment, i.e., those made from leather, wool and other animal derived products, may not be appropriate for individuals adhering to a vegan lifestyle. Wherever possible and practicable, uniform and equipment free from animal products will be sourced and provided to officers from this demographic.

Appendix B- General Patrol Uniform Trousers (Added July 2024)

Background

There have been longstanding issues with the current issue trousers at local, regional, and national levels. Each police force across the country uses different variants, but the problems raised—some related to health issues—follow a consistent pattern, particularly concerning the fit and cut of trousers for female personnel.

Local Trial

To address these concerns, a local trial was conducted in late 2023 involving 30-40 personnel and staff in various roles within the organisation. Although the issues primarily came from females, a smaller percentage of males were included for fairness and inclusivity.

Concerns highlighted by staff regarding the current issue trousers included:

- Depth of rise causing discomfort
- Issues with the waist area
- Excessive bagginess
- Heavy material
- Inaccurate size labelling

Three alternative styles from different police uniform suppliers; Hunter, IOMA, and Workin Togs were selected to address these issues. The Hunter and Workin Togs trousers featured elasticated waists, with one being lighter in weight. The IOMA trousers were less baggy, had a straighter cut, a potentially smarter appearance, and lacked cargo pockets. All three styles were made of polycotton material to cover as many concerns as possible.

The trouser trial did not incorporate the current light weight issue of SOCO trousers.

Trial participants were selected from various roles across the force, including front-line officers, control room staff, and PCSOs, to evaluate how the trial trousers compared to the current issued style. Participants alternated between the three new pairs and the current style over a six-week period. At the end of the trial, they completed and returned a questionnaire.

The questionnaire covered:

- Fit around the waist
- Flexibility of the waist
- Fit around the gusset area
- True to size
- Comfort when sitting

Results

Thirty-six staff members volunteered for the trial (27 females, 9 males), and 29 questionnaires were returned. The returned questionnaires provided mixed feedback, with some positive and

some negative comments. Notably, some staff members, including females, still preferred the current issued style.

Using a scoring matrix, the results were as follows:

- HUNTER: 10 votes (34%)
- IOMA: 5 votes (17%)
- WORKIN TOGS: 4 votes (13%)
- NONE: 4 votes (13%) - did not like any of the trial trousers
- YAFFY (current): 7 votes (24%)

Recommendation

The results were in-conclusive and there was no out and out winner.

Although Hunter emerged as the top choice based on the scoring matrix, it did not win by a significant margin. Concerns over the design were noted by some trial participants. Additionally, there is a minimum order requirement of 2,000 units for the Hunter trousers.

In 2024 our Constabulary has requested to be part of a new regional trial of an alternate 4-way stretch trouser.

Despite the ongoing issues with trouser comfort, it is prudent to wait for the regional trial with a higher-quality trouser, keeping both wellbeing and budget considerations in mind.

The Constabulary will put in place a process for concerns to be raised in a confidential manner in order that support can be provided. This is detailed within the below FAQ's

FREQUENTLY ASKED QUESTIONS

Q. Why is it difficult to find alternative trousers?

A. Many of the Police uniform suppliers produce trousers that are very similar. This is partly due to them using the same overseas manufacturers. When we carried out the local trial, some of the concerns raised with the trial trousers, were similar to the issues we have with our current trousers, so there is a design issue which needs looking at more broadly

Q. Why can't an alternative trouser be implemented more quickly?

A. Police forces are often bound by specific frameworks and contracts, and sourcing new garments often requires meeting minimum order quantities, which are typically in the thousands. Before making any purchases, trials must be conducted to ensure suitability. Additionally, bulk purchases for garments like trousers and shirts have a lead time of 6-8 months.

Q. Why can't the force purchase from high street stores?

A. Bulk purchasing from high street stores is not feasible as their product lines frequently change. A style available today might be discontinued a few months later, making consistent supply impossible.

Q. I like the current issue trousers. Will these still be available going forward?

A. Yes, for the time being. Blue Light Commercial is going out to tender for trousers, so alongside local and regional trials, there is ongoing activity to source more suitable trousers for the region.

Q. I think the current cargo trousers are too baggy.

A. Police uniforms are designed for functionality, not fashion.

Q. Usually, in a pair of jeans, I am a size 34-inch waist. I am not going to wear a pair of trousers that is a 36-inch waist.

A. Clothing sizes can vary slightly depending on the manufacturer. It's important not to be concerned if you need to go up a size or two for uniform trousers. Professionals at Central Uniform Stores provide honest tailoring recommendations to ensure the best fit. Do not feel embarrassed if an alternative size is recommended.

Q. If I am experiencing significant discomfort, where can I look for help?

A. Central Uniform Stores are best equipped to support and discuss any issues you may be experiencing. They can arrange a personal fitting session to recommend the best trouser size and type for you. Options might include an alternate size, longer leg, different fit, or minor tailoring. Additionally, Central Uniform Stores can provide a lighter weight cargo trouser with an elasticated waistband for trial. These are currently provided to SOCO officers.

In exceptional cases, and where supported by medical necessity, trousers can be personally sourced after a consultation with Central Uniform Stores and Occupational Health. Any purchased trousers must align with current force-issued trousers, free of badges, patches, or labels, and without cords at the bottom cuff. Reimbursement up to £20 per pair, for a maximum of two pairs per year, will be permitted

Appendix C- Example neutral nail colours

