

# UNIFORM AND DRESS CODE POLICY



## Help for non-English speakers

If you need help to understand the information in this policy, please contact the school office.

Phone: [\(03\) 9398 2806](tel:0393982806)

Email: [seaholme.ps@education.vic.gov.au](mailto:seaholme.ps@education.vic.gov.au)

## PURPOSE

The purpose of this policy is to ensure that students and their parents understand and meet the school's expectation that all students will wear school uniform, and to assist parents in the provision of school clothing for students that is economical, serviceable and appropriate. The *Uniform and Dress Policy* exists so that Seaholme Primary School can ensure students are able to present themselves neatly and uniformly with pride by having access to good quality and price competitive clothing.

## SCOPE

This policy applies to all students and their families at Seaholme Primary School. Students are expected to comply with the *Uniform and Dress Policy* while traveling to and from school, during school hours and when attending school activities.

## POLICY IMPLEMENTATION

Seaholme Primary School believe that a dress code, including school uniform and acceptable wearing of other items, facilitates a sense of pride, belonging and safety.

The *Uniform and Dress Policy* aims to:

- foster a sense of community and belonging and encourages students to develop pride in their appearance
- support Seaholme Primary School's commitment to ensuring that our students feel equal and are dressed safely and appropriately for school activities.
- reduce student competition on the basis of clothing
- facilitate identification of the school group and enhance the profile and identity of the school and its students within the wider community.
- Provide practical and affordable clothing for students, reflecting equal opportunity and social justice

This dress code has been developed by Seaholme Primary School's School Council in close consultation with our school community to ensure that it respects the rights of individual students whilst reflecting the values and interests of our community. The School Council has developed a dress code that we believe provides a range of choices for students and is cost effective for families. Responsibility for the purchasing and selling of uniforms will rest with the uniform co-ordinator and/or Business Manager who will report to the Sub Committee of School Council. The School Council, through sub-committees will evaluate regular formal and informal feedback from all members of the school community regarding uniform and dress code. The uniform shop coordinator will report to Council via a monthly update to the management sub-committee with regard to changes.

## Guidelines

The following school guidelines apply:

1. Students are expected to wear our school uniform in school colours, as specified;
2. The uniform should be comfortable and facilitate free movement;
3. Details of the official supplier for school uniform and school bag can be obtained from the front office, the school website or school newsletter;

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4. Second-hand uniforms are available from the school, please see office staff. Parents may donate uniform items in good condition for re-sale;
5. Parents may purchase clothing items that are not required to have the school logo from elsewhere (such as shorts and tracksuit pants), so long as the alternative item is identical to the school provided garments;
6. Parents of new students to our school are made aware of our uniform policy;
7. All clothing should be labelled with the student's name to facilitate prompt return of lost items. Any unlabelled items of clothing will be put in the lost property box. Unclaimed items will be removed at the end of each term;
8. The Dress Code applies during school hours, while travelling to and from school, and when students are on school excursions;
9. Summer and winter uniform items will be prescribed, but children can wear any combinations of uniform items that they choose. Items such as netball skirts and short dresses are deemed inappropriate;
10. Students should not wear make-up. The only jewellery permitted is a watch and/or plain pierced ear-keepers, (sleepers and studs). Other visible body piercing is unacceptable. Necklaces or lanyards are only permitted if worn inside clothing;
11. Students are expected to wear appropriate school uniform when participating in school excursions or outside sporting events;
12. All students are encouraged to wear running shoes. Footwear that exposes toes, or with open heels are unacceptable at any time.
13. The only hats that are acceptable are Seaholme Sunsmart hats consistent with our Sunsmart policy. They must be worn outside whenever the UV is 3 or more. Hats are not to be worn inside. Caps are unacceptable;
14. A note of explanation should be given to the class teacher if a student is out of school uniform. If a student needs to be out of uniform, he/she should be dressed in clothing which is as similar as possible to the Seaholme Primary School Uniform;
15. For continual non-wearing of uniform, contact will be made via a note or personally by the class teacher to parents/guardians concerned. A signed note is to be returned to the Principal, acknowledging this fact;
16. Any parent experiencing difficulty meeting the school's uniform requirements should discuss this with the Principal;
17. Parents seeking exemptions to the Uniform Dress Code due to religious beliefs, ethnic or cultural background, student disability, health condition or economic hardship, must apply in writing to the Principal;
18. There should be no additional ornamentation on items of school uniform (i.e., ribbons, lace, large commercial logos, etc.) Charity badges sold at school may be worn;
19. All shoulder length hair should be tied up. Potentially dangerous hair ornaments must not be worn to school;
20. A special top will be reserved for use by Year 6 students;
21. Mufti days (non-uniform days) may be organised with the permission of the Principal;
22. If the School Council makes a change to the dress code, students can continue to wear old uniform items for up to two years after the change. (Date of changeover needs to be publicised.).

## Camps and Casual Dress Days

1. On camps, excursions or non-uniform days, students will observe SunSmart policy requirements for wearing appropriate SunSmart head wear and clothing outside during SunSmart periods;
2. T-shirts and other clothing featuring offensive language or graphics will not be worn at school or on camps;
3. Singlets and tank tops are not to be worn at any time;
4. For safety reasons, thongs, open toed shoes, slip on shoes or heeled shoes are not to be worn on camps or excursions.

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## Support for families experiencing difficulty

Please contact the principal or front office to discuss support that we may be able to provide to families experiencing difficulty meeting uniform costs, including information about eligibility for uniform support through State Schools' Relief. Further information about State Schools' Relief is also available on their website: <https://www.ssr.net.au/>

Seaholme Primary School also has uniforms available to families to borrow on request.

## Non-Compliance

A note of explanation should be given to the class teacher if a student is out of school uniform. If a student needs to be out of uniform, he/she should be dressed in clothing which is as similar as possible to the Seaholme Primary School Uniform.

For continual non-wearing of uniform, contact will be made via a note or personally by the class teacher to parents/guardians concerned. A signed note is to be returned to the principal, acknowledging this fact.

If non-compliance with the dress code becomes a continued occurrence, the principal will be informed, and a phone call home may be required. In this event, the school will continue to work with the student and family to support compliance.

Students wearing non-compliant uniform items may be asked to change into a compliant item of clothing provided by the school.

Measures taken by Seaholme Primary School to address concerns about student non-compliance with the Uniform Policy will also be addressed in accordance with our Student Wellbeing and Engagement Policy.

## Exemptions to Student Uniform and Dress Code

We recognise that there may be situations where the application of this dress code may affect students unequally. Students and their parents or carers may apply either in writing or in person to the principal for an exemption to this Student Dress Code if:

- an aspect of this code prevents the student from complying with a requirement of their religious, ethnic or cultural beliefs or background
- the student has a particular disability or health condition that requires a departure from the dress code
- the student or their parents/carers can demonstrate particular economic hardship that prevents them from complying with the dress code.

When the Principal receives a request for an exemption, they will:

- consider the grounds for the exemption request
- explain the process to the student and/or their parents/carers
- encourage the student and/or their parents/carers to support their application with evidence.

The principal or delegate will then try to negotiate a resolution that is acceptable to all parties. If an exemption is not allowed, then written reasons will be provided to the student and/or their parents or carers.

## Concerns about this Student Uniform and Dress Code

Seaholme Primary School welcomes feedback from the school community in relation to the *Uniform and Dress Code Policy*. If you have a concern or complaint about the *Uniform and Dress Code Policy*, further information about raising a concern or complaint is available in our school's *Complaints Policy*.

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## COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Included in staff induction processes and staff training
- Available publicly on our school's website communications platform (COMPASS)
- Included in staff handbook/manual
- Discussed at staff briefings/meetings as required
- Included in transition and enrolment packs
- Included in parent handbook/manual
- Discussed at parent information sessions
- Discussed at student forums
- Reminders in our school newsletter
- Hard copy available from school administration upon request

## FURTHER INFORMATION AND RESOURCES

### RELATED POLICIES

- Camps and Excursions Policy
- Complaints Policy
- Student Engagement and Wellbeing Policy
- SunSmart Policy

The Department's Policy and Advisory Library (PAL):

- [Student Dress Code](#)
- [Student Engagement](#)

## POLICY REVIEW AND APPROVAL

The uniform code has been formulated through the school decision-making process i.e. informal/formal discussions with staff, School Council Sub-Committee and School Council. Any change to this policy will go through the same process, and /or will be reviewed as part of the school's review cycle.

Policy last reviewed	October 2022
Approved by	Principal and School Council
Consultation (Recommended)	School Council October 2022
Next scheduled review date	October 2023