

## Dress Code Policy

### Background

The Dress Code Policy is a written statement of School Council expectations regarding student appearance. School Councils have the authority to develop and implement a dress code for their students as outlined in legislation. They must work with their school community in developing, reviewing, implementing and enforcing the Dress Code. The School Council is responsible for ensuring that the Dress Code reflects the values of the school community, adheres to gender specific requirements, that there is a balance between the rights of individual students and the best interests of the whole school community and deciding if amendments are required.

The School Council has developed a dress code that we believe provides a range of choices for students and is cost effective for families. We will ensure that this Student Dress Code is communicated to the school community through our website and school newsletter.

At Huntingdale Primary School, the wearing of school uniform is **compulsory**. The wearing of school uniform:

- Assists students in taking pride in their own appearance, allows them to be recognised as an integral part of our school community and develops pride in representing our school.
- Takes into account issues of equality, socio economic status, health, individual safety and group security.
- Details the school's expectations of student appearance during school hours and associated school activities.
- Assists in increasing students' engagement and belonging to the school.
- Prevents bullying and competition on the basis of clothing.
- Upholds human rights and anti-discrimination laws.
- Complies with the Department of Education and Training (DET) guidelines, the Ministerial Order under the *Education and Training Reform Act 2006*, Section 16(1)(c) - Education and Training Regulations 2007, Section 42 - Victorian *Equal Opportunity Act 2010*. Information on DET policies related to dress code can be found at:

<http://www.education.vic.gov.au/school/principals/spag/management/Pages/developing.aspx>

### Purpose

To ensure that Huntingdale Primary School:

- Develops a sense of connectedness, pride in and identification with our school.
- Promotes equality amongst all students and takes into account human rights and anti-discrimination requirements.
- Promotes spirit, unity and self-esteem among our students.
- Maintains and enhances the positive image of the school in the wider community and promotes cohesion and good order in the school.
- Eliminates peer pressure, bullying and competition on the basis of clothing.
- Maintains and develops individual student safety and group security outside the school environment.



- Provide durable school uniform that is practical for our school environment and takes into account health and safety considerations and the different types of school activities (e.g. sport).
- Informs the school community that the wearing of school uniform is compulsory and outline the requirements relating to uniform supply arrangements.
- Assists families with sourcing school uniform due to hardship.
- Adheres to the DET Values of Accountability, Respect, Integrity and Human Rights.

## **Implementation**

### **Responsibilities**

Different members of the school have responsibilities for implementing the Dress Code Policy

#### ***School Council***

- Approve the Dress Code, taking into account the Sun Smart Policy and DET Guidelines and ensuring a proper review of Dress Code occurs as needed.

#### ***Principal***

- Overall responsibility for implementing this policy, but can delegate part of this role to other suitable staff.
- Ensuring the Student Dress Code is available to parents on the school website and information is also included in the Parent Information pack.

#### ***Parents***

- Supporting the Dress Code.
- Naming all items with their child's name.
- Ensuring they provide uniform items for their children to wear that looks neat

#### ***Students***

- Wearing the school uniform with pride.
- Ensuring they look after dress code items (e.g. wear an art smock when completing art activities).

### **Consultation**

- If there are to be any changes to the Dress Code a process of consultation must take place. This may include letters to parents, surveys (e.g. information in the newsletter and focus groups).
- This consultation process should:
  - Explain the purposes of the Dress Code and the reason for any proposed changes
  - Give opportunity for the viewpoints of parents or carers, teachers and students to be expressed. The mechanism for consultation should be recorded (e.g. report, School Council Minutes)
  - Where appropriate employ an interpreter for meetings
  - Outline any proposed changes to uniform supply arrangements
  - Provide for careful consideration of any information and viewpoints collected in the consultation process before finalising the decision-making process
  - Seek out and consider the views of different groups within the school community
  - Allow for careful consideration of the practicality of garment design, materials used in construction, and the cost implications of proposed items
  - Provide a timeline for implementation of the dress code
  - Demonstrate that it has considered the cost implications of its selected school uniform and taken into account the ability of its parent population to afford it



## **Expectations**

- All students are expected to abide by the School Dress Code Policy and will wear the school colours of teal blue and navy. Any previous uniform items in sky blue are not to be worn.
- On occasions there may be uniform-free days or variations in uniform that will be communicated to the school community in advance.
- The Student Dress Code applies during school hours, while travelling to and from school, when students are on school excursions and camps (unless otherwise stated) and when students are engaged in school activities out of school hours.
- The school expects high presentation of students and will take into account the following:
  - Students have a choice of wearing a wide range of appropriate school uniform that allows them to engage safely in a range of school activities, follows health and safety guidelines, caters for different cultural, religious and family financial circumstances, balances the rights of individuals with the rights of the school and caters for different weather conditions.
  - Additional layers of clothing may be worn underneath the uniform for added warmth, provided these undergarments are completely hidden or are in navy blue or white.
  - Removable items such as hats, jumpers and jackets must be named.
  - Students will be encouraged to wear appropriate footwear for school activities, e.g. runners for sport, preferably in black. White or navy socks should be worn only.
  - Any accessories such as tights, scarves, beanies, bike shorts must be navy blue.
  - During art/craft activities, it is expected that children will wear protective clothing.
  - Jewellery such as dangling earrings, necklaces are not to be worn due to safety concerns. Religious grounds will be considered. Studs and sleeper earrings are acceptable and the wearing of a watch (with the exception of 'smart' watches. A smart watch is one that has similar functionality to a mobile phone. These watches should be stored in the office each day as per our Mobile Devices Policy).
  - The wearing of makeup is not acceptable for primary school students, except when part of a school performance or dress up event.
  - Fingernails are to be without nail polish, natural and of a practical length.
  - Hair should be well groomed and with accessories in the school colours of teal blue, navy or white or in natural hair colours i.e.- no bright pink bows.. Shoulder length or longer hair is recommended to be tied back to help restrict the spread of nits and lice and for student safety.
  - Students in Year 6 have the option of purchasing and wearing a specially designed jacket and polo shirt commemorating their final year of primary schooling. The design will be selected collaboratively by Year 6 students, Principal and teachers each year.
  - Students must wear a school sun-smart hat when playing outside during the months of September through to April or any other day prescribed by the school. School uniform hats may also be worn outside of this time period by students or parent choice. Failure to do so will result in them being restricted to designated areas during recess & lunch times. The school hat will only have a safety cord. Hats are not to be worn while inside.
  - Students are permitted to wear sunglasses during outdoor activities. Sunglasses should be close-fitting, wrap-around that meet the Australian Standards 1067 and cover as much of the eye area as possible.
  - All students with a leadership position must display their badge prominently at all times.
  - Students are encouraged to use the Huntingdale school bag.



### **Religious and Cultural Requirements**

- Some students may wish to observe particular religious and cultural requirements and wear head coverings, adornments such as certain jewellery, stockings or have varied clothing lengths.
- These can be accommodated within the school's Dress Code Policy and should be discussed by parents directly with the Principal.

### **Out of School Uniform**

- If a student is out of school uniform, parents must provide a written explanation as to why (either in student diary or Flexi Buzz). A note may be written to the parents in the school diary informing them of non-compliance.
- If the student comes to school in clothes that are not school uniform that can be taken off (e.g. jacket, long sleeve t-shirt under a polo shirt, different hat) they will be asked to remove it by the classroom teacher.
- If a student is consistently out of school uniform, this matter will be directed to the Assistant Principal and parents will be contacted.
- If non-compliance with the dress code becomes a continued occurrence, the Principal will be informed and communicate to the parents. In this event, the school will continue to work with the student and family to support the full wearing of uniform.

### **Assistance**

- Parents having difficulty purchasing school uniforms will be supported as much as possible from the school.
- The Business Manager will work with families who qualify for free school uniform as part of a DET Uniform Distribution Program. They will access the online portal with the State School's Relief Fund to arrange this.

### **Exemptions**

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.

More information about exemption procedures can be found at:

<http://www.education.vic.gov.au/school/principals/spag/management/pages/exemptions.aspx>

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

### **Supplier**

- The school's official uniform supplier is Primary School Wear.
- An approved list of uniform list available at the School Office.

### **Related Policies**

- Sunsmart Policy
- Complaints Resolution Policy
- Student Engagement Policy
- Department of Education and Training [Student Dress Code](#)
- Department of Education and Training [Student Engagement policies and guidelines](#).

### **Evaluation**

This policy will be reviewed as part of the school's 3 year cycle or as needed to comply with DET policy changes.

### **Document Status**

| <b>Reviewed</b>   | <b>School Council Ratification</b> | <b>Next Review</b>             |
|---|------------------------------------|--------------------------------|
| August 2016   | 15 <sup>th</sup> November 2016     | 15 <sup>th</sup> November 2019 |
| 25 July 2019- Principal review in relation to DET updates |                                    |                                |



# Parent Note Example



Dear

Today                      was out of school uniform because:

As per the school's Dress Code Policy, all students must wear the school colours of teal blue and navy.

Please ensure your child is in correct uniform tomorrow.

Kind regards