



Waverley Primary School Dress Code and Uniform Policy

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1. Purpose

The purpose of a School Student Dress Code and Uniform Policy (the Policy) is to promote social equity in terms of clothing, assisting school staff in easily identifying students and enhancing the sense of pride within a school. The Policy is in accordance with [*Secretary's Instruction No 6 for State School Student Dress Code*](#) and developed in consultation with the School Association and students.

2. Policy objectives

- Promote a shared sense of school identity and ensure all students are dressed safely and appropriately for school activities
- Strengthen the profile and identity of the school and its students within the broader community
- Assist school staff to easily identify students on school excursions and on the school campus
- Encourage students to take pride in their appearance
- Prepare learners for the expectations of the workplace
- Identify the process for establishing a dress code, or uniform and who is required to wear one
- Identify the process for granting exemptions to a dress code or uniform.

3. Key information

- State schools for students from Prep to Year 10 inclusive **MUST** have a school uniform. It is a requirement that these students wear the uniform their school endorses.
- To ensure that the requirements of [*Education Act 2016*](#) and the Secretary's Instruction are met, the school **MUST**:
 - » Allow exemptions and /or criteria to evaluate applications for exemption from compliance with the Policy, where individual circumstances make it difficult to adhere to the Policy and would outweigh the benefits of compliance.
 - » Provide students with gender neutral options (i.e. unisex) in addition to any male and female specific items.
 - » Endorse a uniform that is cost effective. (Schools should consider providing uniform banks to support families experiencing hardship to meet uniform requirements.)
- A principal with students enrolled outside of Prep to Year 10 can choose to require all students to wear the uniform. This **MUST** be established through a dress code, and **MUST** include consultation with the School Association and students.
- Consultation with the School Association can be done by requesting the School Association Committee to include dress code/uniform as an agenda item at a Committee meeting. The school can promote that consultation is underway and invite parents to provide feedback through the Committee.
- A dress code **may** stipulate requirements around personal appearance and grooming.

- When introducing a new dress code or uniform, a transition period of 12 months is recommended to allow time for the Policy to be understood and adhered to.

4. Requirements

The Policy applies during school activities (including out-of-hours or off-site activities), on school campus and while travelling to or from school (while wearing school uniform), unless an exemption has been granted.

5. Roles and responsibilities

5.1 PRINCIPALS

- **MUST** have a uniform for students from Prep and Year 10 inclusive.
- **MUST** detail the processes for exemptions from the dress code or uniform.
- **MUST** detail a review process for any applications for exemption from compliance with the Policy.
- **May** develop and implement a dress code.
- **MUST** detail how non-compliance with dress code or uniform will be dealt with under the school's *Respectful Student Behaviour Policy and Process*.
- **MUST** consult with the School Association when developing a dress code or uniform.
- **MUST** consult with students when developing a dress code or uniform.

Where the decision is made to develop a dress code, a principal **MUST**:

- Ensure compliance with legislation including: *Education Act 2016, Disability Discrimination Act 1992, Sex Discrimination Act 1984, Anti-Discrimination Act 1998 (TAS) and Racial Discrimination Act 1975*.
- Consult with their School Association and students to ensure the Policy reflects the views of the school.
- Include requirements on the wearing of hats in line with the Cancer Council of Tasmania's 'Sun Smart' Program. (See the DoE [Sun Protection Policy](#) for further information.)
- Identify how the non-compliance with the Policy will be managed under the school's *Respectful Student Behaviour Policy and Process*.

5.2 TEACHING STAFF

- **MUST** ensure compliance with any dress code and uniform by following the processes established by the school to address non-compliance.

5.3 PARENTS/CARERS AND STUDENTS

- **MUST** ensure compliance with the Policy, or apply for an exemption.

6. Uniform items

The Everyday Uniform consists of the following items available from the school store:

- Full length black pant or black shorts (department store track pants and /or short acceptable)
Shorts must be mid-thigh length
- School Polo Top
- School Dress,
- School rugby jumper / Polo Fleece Jumper
- School spray jacket.

The footwear to accompany the Everyday Uniform must be enclosed shoes, preferably black – lace up or Velcro.

7. Requirements

7.1 UNIFORM REQUIREMENTS

If you need support with your child's uniform you can talk to your child's teacher or principal to discuss your family's eligibility for support or assistance in the purchase of school uniforms.

The school will support families enrolling part way through the year to ensure children have uniforms before beginning school.

<The uniform requirements are:

- The Everyday Uniform **MUST** be worn for excursions (except where otherwise specified).
- Closed shoes **MUST** be worn at all times during school activities (except where otherwise permitted by staff).

The school provides second-hand uniform items for sale through the School Association. Please talk with the office staff for more information relating to this.

7.2 SUN SMART POLICY

Students are required to wear school hats during terms 1 and 4 for outside play and activities, including school excursions. Each child will be supplied with a hat.

Parents wishing sun screen to be applied during the school day **MUST** supply sunscreen suitable for their child /ren and organise the application with teachers.

The school will supply sunscreen for extended outdoor activities for children without sunscreen. Parent **MUST** notify the school if their child / ren have an allergy or sensitivity to sunscreen or a particular brand of sunscreen.

7.3 SCHOOL-SPECIFIC SAFETY REQUIREMENTS

Where it is required, students must use or wear appropriate safety equipment (i.e. work boots, aprons or safety glasses).

8. Dress code

The following requirements apply in relation to:

- Jewellery: the wearing of jewellery for students **MUST** be restricted to studs or sleepers for those students with pierced ears. The wearing of all other jewellery is not suitable for safety reasons. Small signet rings may be excluded from this with permission from the Principal.
- Make up is not to be worn unless specifically discussed with Principal (excluding end of year leaver's dinner)
- Footwear should be compliant with uniform (black) and **MUST** be enclosed and fastened, i.e. Velcro or laces. Other appropriate sports shoes are acceptable for Physical Education classes and sports events.
- Long & mid length hair **MUST** be tied back neatly. It is expected that uniforms are clean and have the correct fastenings.
- It is preferred that kindergarten students wear the school uniform.

9. Exemptions

Parents may seek an exemption from compliance with elements of the school's Policy. This will be granted where the principal considers that it is in the best interests of the student to allow such an exemption. When deciding whether to grant an exemption, the principal will consider:

- Religious beliefs, cultural background and/or individual needs (e.g. sensory issues).
- Uniform exemptions may be granted for 'free dress day'. Free dress clothing must be sun safe, age appropriate, should not display inappropriate or offensive logos, images or slogans, and closed-toe footwear must be worn.
- Uniform exemptions may be required for specific school activities where it would not be appropriate for a student to be in uniform/comply with dress code (i.e. swimming, surfing, farming/ agriculture) or where uniform would not be visible due to protective or specialised clothing (i.e. automotive, trades or chemistry).>

9.1 REQUESTING AN EXEMPTION

To request an exemption a parent/carer or independent student **MUST**:

- Speak to the school principal;
- list any requirements that are of concern; and

- nominate the requested length of exemption from the requirements.

For exemptions requested for five or less consecutive school days, the principal **MUST**:

- consider the request and notify the parent and student if the request has been granted or denied; and
- notify the relevant teacher/s of the details of any exemption granted.

For exemptions requested for more than five consecutive school days, the principal **MUST**:

- respond in writing to notify the parent and student if the request has been granted or denied; and
- include the timeframes if an exemption is granted;
- maintain a record of the exemption in the student's file; and
- notify the relevant teacher/s of the details of any exemption granted.

10. Non-compliance with dress code or uniform

- Responses to non-compliance with the Policy should not interfere with student learning, unless necessary for student safety.
- Students at Waverley PS are supported with access to school uniform, and it is therefore a school expectation that this will be worn unless the student has the Principal's permission of non-compliance. In the instance where students and non-compliance without permission they will be required to change into a uniform supplied should not be penalised for circumstances beyond control of them and/or their parent/carer (i.e. lack of availability of a uniform item).
- See the *Respectful Student Behaviour Policy and Process* for further information on how to manage non-compliance with the Policy.

11. Associated documents and materials

Documents and materials	Purpose
<u>Secretary's Instruction No 6 for State School Student Dress Code</u>	To set out the matters that a principal is to take into account in developing a dress code for the students at their school.
<u>Sun Protection Policy</u>	Outlines the requirements for a Sun Protection Policy to ensure the safety of staff, students and children in relation to exposure to the sun.

Respectful Student Behaviour Policy and Process	When addressing non-compliance with the student dress code or uniform, a principal should refer to their <i>Respectful Student Behaviour Policy and Process</i> .
Checklist for School Student Dress Code and Uniform	The Checklist can be used to ensure a dress code or uniform policy is compliant with the legislation and Secretary's Instruction.

12. Definitions

DRESS CODE means a set of requirements for how students should present themselves when attending or representing their school. As well as specifying clothing, a dress code may include personal presentation and appearance. There is no requirement for a school to have a dress code; however if a school has a dress code:

- For students in Prep to Year 10 it includes the wearing of a uniform.
- For students in Kindergarten, and Years 11 and 12 it may include a standard of dress and/or a uniform.

UNIFORM means a distinct set of clothing worn by members of the same organisation, and may include a school emblem and colour scheme. A uniform is required for students in Prep to Year 10.

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