



APPLICABLE TO	All students and families
DOCUMENT OWNER	Assistant Principal – Community & Wellbeing
APPROVAL DATE	December 2018
APPROVED BY	Principal
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RELATED DOCUMENTS	<b>Policy for Pastoral Care and Wellbeing 2017</b> <b>Pastoral Care and Wellbeing Policy 2013 (CSO)</b> <b>Complaints and Grievances Resolution Policy 2013 (CSO)</b> <b>St Paul's Catholic College Uniform Requirements</b>

## Purpose

Students at St Paul's Catholic College are expected to present in full school uniform at all appropriate times. This includes while at school and when representing the College outside of school.

## Policy Statement

The College uniform is a symbol of St Paul's Catholic College (SPCC) and a public declaration of its values, standards and beliefs. It creates a sense of collective and individual pride in students and their identification with the College. It is a symbol of equality among students and demonstrates mutual respect.

The College is committed to supporting all families where there are issues related to the ability of providing the full SPCC uniform. Families who require assistance are requested to contact College/Clothing-Pool Supervisor for confidential discussions aimed at assisting families.

All families who enrol at SPCC agree to abide by the Policy for College Uniform and guidelines.

Students, families and staff are invited to participate in major uniform reviews. These are advertised via student meetings, the College Newsletter and the College Website.

## Definitions

**Dress code** is a standard specifying what is acceptable in relation to items of clothing, footwear and jewellery worn by the students and the personal presentation of the students that applies when students are attending or representing the school.

**Uniform categories** relates to categories of uniforms determined by a school to be appropriate for different occasions or activities (e.g. academic uniform, sports uniform, winter uniform and summer uniform).

**Principal** is the leader of the School

**Leadership Team** and advisory body consists of the Principal, Assistant Principals, Ministry Coordinator, Administration Coordinator and two Elected Staff Representatives.

**Assistant Principal** either the Assistant Principal - Community & Wellbeing or Assistant Principal - Teaching & Learning

**Student Coordinator** is one of the six teaching staff with responsibilities for a respective Year Level.

**Student** is a person enrolled at St Paul's Catholic College for secondary schooling.

The **Student Body** consists of all students enrolled at St Paul's Catholic College.

## Scope

The Scope of this policy is to support the pastoral care and general student wellbeing at St Paul's Catholic College. The Policy on College uniform is a key component of self-discipline, personal and communal pride, and identity within the College. The St Paul's Catholic College Uniform Policy is designed to assist students and families in the formation of these characteristics in our students.

**Consultation** of any manufactory changes/updates should include the following groups:

- Teachers and other staff
- Students
- Parents/carers (including College Parents and Friends representation)
- Suppliers and retailers.

**Wellbeing** factors to be considered regarding this policy include:

- The diversity of the school population (options are available within the agreed school uniform)
- Uniform items encourage physical activity
- Shorts and pants options are available, including specific options for girls
- Items are affordable, suitable and comfortable for all body shapes and appropriate for a variety of learning and break-time activities
- Appropriate, fair and consistent responses for students not following school uniform requirements.

**Health & Safety:** factors to be considered:

- Sun safe uniform items, including hats that protect the head, neck and ears
- Uniform items necessary for particular activities, eg safe footwear
- Availability of uniform items for cold and hot weather

**Governance and supply/purchase:** factors to be considered:

- Families are well informed about uniform items necessary for health and safety reasons
- Affordability of uniform items

- Families are aware of available financial support to purchase uniform items if required Clothing pool established and promoted for donations and access to low cost or loan uniform items
- Governance consideration regarding: a nominated preferred supplier and/or the establishment of a uniform shop to be run by the Parents and Friends Committee
- Location and opening hours of preferred suppliers/on-site uniform shops provide reasonable opportunities for families to purchase uniform items
- Supplier and retailer's details, including location and opening hours, are available on the school website and other school communication channels.

## Guiding Principles

Factors that need to be taken into consideration when applying the policy include:

The uniform must be the result of formal consultation with students, teachers and other staff and parents/carers (including the Parents and Citizens' Association). Parents/carers must be given sufficient time to purchase items and schools may need to give parents/carers. All suppliers and retailers must also be notified and given sufficient time to change the school uniform.

A school's response to a student not wearing school uniform should be appropriate, fair and consistent. A student cannot be suspended or expelled for not wearing school uniform. Schools should positively encourage the wearing of a school uniform. Principals can make exemptions for not wearing a uniform after discussion with parents & carers, and if considered justified by the principal.

Decisions about school uniform requirements must comply with work health and safety and anti-discrimination legislation. A school uniform should promote the health and safety of students by identifying items necessary for particular activities to protect students from injury (for example, items for sun protection or safe footwear).

Schools must have written agreements in place to set out the terms and conditions of a 'uniform shop' and 'supply arrangements'. School must advise parents on how they can access financial support if they are unable to purchase uniform items. To assist families, schools should organise facilities such as clothing pools.

## Responsibilities

**Parents and carers:** provide their child/children with a school uniform that meets the schools' uniform requirements and raise any concerns with the principal.

**Students:** wear a school uniform properly that meets the school's uniform requirements.

**Tutor Group teacher:** monitor, record and encourage the wearing of the proper school uniform each morning

**All teaching staff:** monitor, record and encourage the wearing of the proper school uniform throughout the day

**Student Coordinator:** Following up consistent disregard of the College Uniform Policy

**Assistant Principal – Community & Wellbeing:** Liaising between Student Coordinator and family with regard to uniform if required.

**Principal:** leads any review of the school uniform, oversees contract negotiations with uniform suppliers, provide assistance to families in need after consultation.

## Budget

Some financial factors that need to be taken into consideration when applying the policy include:

- Availability to affordable options of the designated College uniform.
- Assistance to obtain the College uniform when required.

## Legislative/Professional Guidelines

1. *NSW Anti-discrimination Act 1977*
2. *NSW Work Health and Safety Act 2011.*