



# Uniform Policy

2022 - 2024

Honesty – Excellence – Respect – Belonging



## Help for non-English speakers

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

## Rationale

The purpose of the Student Dress Code is to outline St Albans Heights Primary School's requirements for student dress and appearance and to provide information about uniform purchase and support, dress code implementation and exemption processes.

This dress code has been developed by St Albans Heights 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 Student Dress Code aims to:

- foster a sense of community and belonging and encourages students to develop pride in their appearance
- support St Albans Heights 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
- enhance the profile and identity of the school and its students within the wider community.

## SCOPE

Students are expected to comply with this Student Dress Code while traveling to and from school, during school hours and when attending school activities.

## UNIFORM AND APPEARANCE

The full list of St Albans Heights Primary School's compulsory school uniform items are available at Appendix A to this policy.

While at school, or participating in school activities, students must comply with the following:

- Uniforms must be clean and in good repair
- Uniforms should be clearly marked with the owner's name

- Additional layers of clothing may be worn underneath the uniform for added warmth, provided these undergarments are completely hidden
- Studs, sleepers and watches are the only acceptable jewellery

### **Health and safety**

- Shoulder length or longer hair is to be tied back to help restrict the spread of lice and for student safety.
- Jewellery, nails, hair accessories and similar items that interfere with students' ability to engage with school activities safely and fully are not permitted.
- Students who wear braids or locs may wear them loose, except for applied technology classes where hair should be tied back for safety purposes.
- School uniform hats must be worn outside from mid-August (exact date to be set by the school annually) to 30 April and on any other day prescribed by the school. School uniform hats may also be worn outside of this time period, by parent or student choice.
- Hats are not to be worn 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.

## **PURCHASE OF UNIFORMS**

Uniform items can be purchased from the school office.

The School Council has considered affordability in the development of this dress code. However, if you are facing difficulty meeting uniform costs the [Help with school costs and fees](#) page provides advice on support offered by the Victorian Government. If your child is starting prep or year 7 and is eligible to receive support via the [Camps, Sports and Excursions Fund](#), you may be eligible to access the Affordable School Uniform (ASU) program.

St Albans Heights Primary School will ensure that this Student Dress Code is communicated to all families and students through our website. We will assist students who may be experiencing difficulties complying with this policy where possible.

If a student is out of school uniform or otherwise breaches the Student Dress Code on a recurring basis, a note will be provided to the student and parents by the classroom teacher. 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.

## EXEMPTIONS TO STUDENT DRESS CODE

We acknowledge that there might be instances where the enforcement of this dress code could impact students differently.

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 financial 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 DRESS CODE

St Albans Heights 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 *Complaint Policy*.

## COMMUNICATION

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

- Available publicly on our school's website (or insert other online parent/carer/student communication method)
- Reminders in our school newsletter
- Discussed in student forums
- Discussed at staff briefings/meetings as required
- Included in transition and enrolment packs
- Hard copy available from school administration upon request

## FURTHER INFORMATION AND RESOURCES

- St Albans Heights Primary School Sunsmart Policy
- St Albans Heights Primary School Parent Complaint Policy
- St Albans Heights Primary School Student Wellbeing and Engagement Policy
- Department of Education and Training [Student Dress Code](#)
- Department of Education and Training [Student Engagement policies and guidelines](#).

## POLICY REVIEW AND APPROVAL

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Policy last reviewed	November 2024
Consultation	September 2024
Approved by	Principal
Next scheduled review date	September 2026

## Approved uniform items

- SAHPS broad brimmed hat
- SAHPS bucket hat
- SAHPS Navy dress
- SAHPS Polo short sleeve
- SAHPS Polo long sleeve
- Navy Tracksuit pants
- SAHPS Navy Tracksuit top
- SAHPS Bomber Jacket
- SAHPS Microfibre Jacket
- Navy Shorts
- Navy Skorts
- Navy Bike pants (under dress or skirt)
- Navy Leggings can be worn under skirts, shorts, skorts and dresses.
- Closed toe supportive footwear

### All students are required to:

Wear school uniform at school

Wear a navy bucket hat/broad brimmed SAHPS logo hat with any uniform option from 1 September through to 30 April as per the school's SunSmart Policy

Tie long hair i.e. shoulder-length or longer back for health and safety reasons with hair tie (this relates to both girls and boys)

### Year 6 Students

Special Year 6 bomber jacket with logo and Year 6 names on the back can be worn with any uniform option.