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## UNIFORM POLICY

### CONTEXT

St Francis Catholic College is a Diocesan P-12 Catholic School in the Edmund Rice tradition in the Parish of Mary, Mother of the Church, Macquarie Fields at Edmondson Park. The College motto encourages all members of the community to grow and develop 'open minds and open hearts' through opening their minds to enriching new learning experiences and through opening their hearts by being faith filled people of integrity, courage, compassion, inclusion and justice.

### PURPOSE

Wearing the school uniform assists to provide an inclusive community at St Francis Catholic College. It serves as a great leveller and reduces competition and focus on the way we look. It also helps to reduce bullying and ensure that everyone who attends St Francis Catholic College feels like they belong. When the uniform is worn well and members of the public see students taking pride in their appearance and their school identity, it can enhance the reputation of the College in the community, encouraging others to join our College.

Wearing the College uniform is compulsory for all students attending St Francis Catholic College. Students are expected to set the highest possible standard of dress at all times. They should take pride in their appearance, be pleasant and courteous. Students are expected to be good ambassadors for the College. They should recognise that whilst they wear the College uniform they represent the College, and therefore uniform standards should be maintained outside of regular College hours until the full uniform is removed.

This Policy has been developed to ensure that students and teachers are aware of their expectations in relation to the wearing of the College uniform.

### EXPECTATIONS FOR STUDENTS

#### 1.0 GENERAL STANDARDS

Students must:

- 1.1 wear only items that have been purchased from the College Uniform Shop
- 1.2 wear full College winter uniform, summer uniform or sport uniform and NOT a mixture of uniforms
- 1.3 ensure that the uniform is cared for, washed, pressed and repaired when necessary
- 1.4 ensure that shoes are polished regularly
- 1.5 present a note from a parent/carer (Years K-4) to the Class Teacher identifying the reason when they are NOT wearing the correct uniform
- 1.6 present a note in their diary from a parent/carer (Years 5-12) to Pastoral Teacher identifying the reason when they are NOT wearing the correct uniform
- 1.7 ensure the note or diary is signed and dated by the teacher, carry it with them throughout the day, and produce it when requested

## **2.0 COLLEGE UNIFORM**

Students must:

- 2.1 wear the uniform items that are illustrated in the attached 'Uniform Expectations' document appropriate to their gender and school year
- 2.2 wear black school shoes that are polishable leather and fully enclosed and which may have velcro straps or buckles for Years K-4 but which must be lace up for Year 5-12
- 2.3 wear the College blazer and tie during Terms 2 and 3 for Years 5-12
- 2.4 wear the College blazer and tie when representing the College
- 2.5 wear only College knitwear (pullover, vest or cardigan) as additional layers for warmth and ensure that the sleeves are down at all times
- 2.6 wear the College hat for Years K-8 and College cap for Years 9-12 to and from the College and at all times when out in the sun
- 2.7 sit on the designated seat during break times when they do not have their College hat

## **3.0 SPORTS UNIFORM**

Students must:

- 3.1 wear the uniform items that are illustrated in the attached 'Uniform Expectations' document appropriate to their school Year
- 3.2 wear sports uniform only on sport days or on the day of a PDHPE practical class
- 3.3 wear sports shoes that are predominantly white runners and NOT basketball boots or shoes made from canvas e.g. Converse/Volleys and styles with high ankle support
- 3.4 wear the College hat for Years K-8 and College cap for Years 9-12 for all sport activities and practical PDHPE lessons
- 3.5 be excluded from PDHPE lessons when they do not have their sports uniform, sports shoes and/or College hat or cap.

## **4.0 JEWELLERY**

Female Students must:

- 4.1 wear only items of jewellery that include:
  - 4.1.1 a watch or activity tracker (with no internet connectivity) and NOT a Smartwatch e.g. Apple Watch
  - 4.1.2 a plain silver or gold necklace/chain with a small crucifix concealed by clothing
  - 4.1.3 only one pair of plain small sleeper or stud earrings for pierced ears and which must be worn in the lower lobe of the ear

Male Students must:

- 4.2 wear only items of jewellery that include:
  - 4.2.1 a watch or activity tracker (with no internet connectivity) and NOT a Smartwatch e.g. Apple Watch
  - 4.2.2 a plain silver or gold necklace/chain with a small crucifix concealed by clothing

## **5.0 HAIR**

Students must:

- 5.1 ensure hair has been styled to appear neat and tidy each day
- 5.2 ensure hair is NOT cut, coloured (including highlights) or styled to draw attention
- 5.3 ensure hair extensions are NOT worn

Male Students must:

- 5.4 have hair that is short, above the collar, off the face and ears. Hair must be no shorter than a No. 2 blade and blended
- 5.5 be clean shaven at all times

Female Students must:

- 5.6 ensure hair that is shoulder length or longer is tied up completely
- 5.7 use hair accessories that are modest and in College colours (Green, red or Navy Blue)

## **6.0 COSMETICS, MAKE-UP, NAIL POLISH AND ACRYLIC NAILS**

Students must:

### **Junior Years (Yrs K-4)**

- 6.1 ensure that cosmetics, make-up and tinted moisturiser is NOT worn
- 6.2 ensure that nail polish, acrylic or fake nails are NOT worn

### **Middle Years (Yrs 5-8)**

- 6.3 ensure that cosmetics, make-up and tinted moisturiser is NOT worn
- 6.4 wear only clear or 'french tip' nail polish
- 6.5 ensure that acrylic or fake nails are NOT worn
- 6.6 ensure that eyelash extensions are NOT worn

### **Senior Years (Yrs 9-12)**

- 6.7 wear only clear or 'french tip' nail polish
- 6.8 ensure that acrylic or fake nails are NOT worn
- 6.9 ensure that eyelash extensions are NOT worn
- 6.10 only wear minimal, natural looking tinted moisturiser or sunscreen for the purpose of covering blemishes. (The Principal or delegate reserves the right to determine inappropriate makeup)

## **7.0 TATTOOS**

Students must:

- 7.1 ensure they have NO visible permanent tattoos
- 7.2 ensure that non-permanent tattoos including henna have the permission of the Principal or delegate to be worn on special occasions

## **8.0 NON-UNIFORM DAYS**

From time to time the College will allow students to come to school out of normal school uniform including mufti days and school excursions.

Students must:

- 8.1 ensure the standard of dress is equivalent to that of the uniform and not such that it draws particular attention to a student
- 8.2 NOT wear singlets, shirts with offensive motifs, torn jeans and the length of skirts and shorts must be the same length as the College sports shorts
- 8.3 wear shoes that fully cover their feet. Open-style shoes, sandals and thongs are not to be worn as these do not comply with WHS legislation

### **Middle Years (Yrs 5-8)/Senior Years (Yrs 9-12)**

- 8.4 wear the correct covered footwear or they will not be permitted to participate in practical lessons as a safety measure. These subjects include but are not limited to; Woodwork, Food Technology, Hospitality, Industrial Technology, Science and PDHPE

## **9.0 YEAR 12 COMMEMORATIVE JERSEYS**

Year 12 Students are:

- 9.1 permitted to wear their commemorative jerseys each Tuesday as part of the College Sport Uniform. The jersey therefore should not be viewed as a replacement of the College jumper

and/or blazer. If a formal event occurs on a Tuesday, students may be required to wear full school winter/summer uniform as directed by their Year Coordinator or member of the College Leadership Team

## **EXPECTATIONS FOR TEACHERS**

### **10.0 BREACHES OF THE UNIFORM POLICY**

#### **10.1 HAIR**

Teachers must:

- 10.1.1 phone parents/carers and discuss an appropriate timeframe for the student to rectify the problem (no longer than a week)
- 10.1.2 check that the hair is rectified within the given timeframe. If hair is not rectified, students will be sent home until the problem is addressed
- 10.1.3 ensure that in the event a student has extremely short hair, the College hat/cap is to be worn at all times until the hair regrows
- 10.1.4 ensure in the event of extreme hairstyles, the student is referred to a member of the Senior Leadership Team who may deem it appropriate to send the student home until such time the student's hair complies with the uniform policy

#### **10.2 UNIFORM**

Teachers must:

- 10.2.1 ensure students present a note from a parent/carer identifying the reason why they are NOT wearing the correct uniform. Failure to provide a note to the teacher and/or repeated breaches of the uniform policy will result in consequences as deemed appropriate by the Junior Years Leader of Pastoral Care, Stage/Year Coordinator or member of the Senior Leadership Team

### **11.0 MONITORING COLLEGE UNIFORM**

Teachers must:

- 11.1 ensure that students wear the College uniform or sports uniform each day
- 11.2 sign and date notes/diary from students who are NOT wearing correct uniform
- 11.3 record infringements to uniform policy expectations (including when a note from the parent has been provided)
- 11.4 ask students to remove any offending items of clothing or jewellery
- 11.5 refer students to their Year/Stage Coordinator for regular infringements to the College Uniform Policy

Principal or delegate must:

- 11.6 determine when students are placed on an out-of-school suspension for regular infringements to the College Uniform Policy expectations

## **BASIS FOR DISCRETION**

The College Principal or delegate will have the basis of discretion on any disputed matters relating to uniform.

Policy Last Updated: October 2021

Evaluation: October 2022