



Whittlesea Secondary College

Student Dress Code Policy

Policy Statement

The purpose of the dress code is to provide a sense of belonging and pride in being a member of the Whittlesea Secondary College Community. The dress code provides safety and security for students by allowing for the ready identification of students as belonging to Whittlesea Secondary College. Equality is fostered by a Dress Code common to all students.

Two appendices entitled Appendix A “Guidelines and Expectations” and Appendix B “List of Approved Uniform Items” accompanies this policy and is an integral part of it.

Guidelines

1.1 The Student Dress Code operates within the guidelines determined by an order of the Department of Education and Early Childhood Development (DEECD)

1.2 The student dress code requirements apply uniformly to all students

Program

1.1.1 Whittlesea Secondary College Council (hereafter referred to as the College Council) has the authority to create and implement a dress code for all students of the College

1.1.2 The student dress code has been established by a consultative process

1.1.3 The Student Dress Code provides a detailed statement of the expectations of the College Council with regard to student appearance and the College uniform

1.1.4 Staff in particular key learning areas are empowered to state safety regulations in relation to uniform and grooming for specified learning areas

1.1.5 Due notice will be given to parents /guardians and suppliers if there are to be changes to uniform requirements

1.1.6 Changes to the dress code may only arise from an evaluation of the dress code and its operation.

1.2.1 The College uniform is compulsory for all students from Years 7-12 and students are to wear correct uniform at all times as specified in the College’s Uniform Rules

1.2.2 For those days which are too cold for the standard uniform, students may wear either the Whittlesea Secondary College jacket or the Whittlesea Secondary College blazer to and from and at the College. No other jacket or coat may be worn.

1.2.3 In accordance with the DEECD sunsmart policy, students are required to wear protective headwear and are encouraged to use protective sunscreen when outside in the sun.

1.2.4 For all students this headwear will be a plain navy-blue hat or cap.

1.2.5 VCE students will have the option of wearing a special white Whittlesea Secondary College VCE polo top, white business shirt and tie or the School Council approved VCE top.

1.3 The Student Dress Code provides a process for exemption

1.3.1 The student dress code recognizes and allows for exemptions under certain circumstances but safety considerations are paramount at all times

1.3.2 Out of Uniform days will be approved by the College Council from time to time

1.3.3 Short term exemptions will be considered under the College's uniform pass process

1.3.4 In cases of financial hardship the College may provide assistance with uniform items to alleviate the need for exemption

1.3.5 Applications for such exemptions with supporting evidence should be made in writing to the relevant Assistant Principal who may grant the exemption or refer the matter to the College Council for a final decision

1.3.6 Applications made on medical grounds must be supported by evidence from a qualified practitioner

1.4 The Student Dress Code will be communicated to all members of the College community

1.4.1 The student dress code and uniform requirements will be published on the College website, student handbooks, in the student bulletin at least once per year and will appear in the College prospectus and brochures as part of documentation for all new students

1.5 The Dress code is supported by the College's administration and management structures

1.5.1 The College will use the following methods to support the Student Dress Code

- Publications – website
- **Year level** Assemblies
- Meetings
- Welfare and Discipline Procedures

1.6 Enforcement of the Dress Code is the responsibility of all members of the College Community

1.6.1 It is expected that all members of the College community will support the implementation of the dress code

1.6.2 The Principal Class team and **Student** Managers will make the administrative decisions associated with the enforcement of the dress code.

1.6.3 Learning Area staff will enforce safety regulations in relation to uniform and grooming for specified subjects

1.6.4 Teachers will:

- Manage the implementation and adherence to the Student Dress Code
- Monitor student compliance with uniform policy
- Refer all students without a uniform pass to a **Student** Manager or Assistant Principal

1.6.5 Parents and Guardians will:

- Ensure that students have the correct College uniform and
- that it is maintained in good order and worn each day of the week
- Support the College in the application of the Student Dress Code

1.6.6 Students will:

- Wear only College approved uniform items as per Appendix B
- Maintain a high standard of uniform compliance and personal grooming
- Follow the rules for wearing the College uniform

1.7 All students are expected to comply with the requirements of the Student Dress Code

1.7.1 Where students do not meet the expectations of the dress code, the College will respond through processes consistent with the principles of Restorative Practice which is the basis of the College's Welfare and Discipline Policy

1.8 The College Council has approved uniform items for wear by girls and boys

1.8.1 The College approved uniform items for girls and boys are set out in the attached Appendix B approved Uniform Items

Appendix A

Whittlesea Secondary College Uniform - Guidelines and Expectations

1. Students are expected to wear the specified uniform to and from the College and at the College unless they have obtained a uniform pass.
2. Students requiring a short term exemption (a uniform pass) must bring a note signed by a parent or guardian requesting a uniform pass and must present this to a **Student** Manager at the beginning of the day
3. Students are expected to wear only those items of uniform which appear on the list of Approved Uniform Items (Appendix B) to and from the College and while attending all College excursions and extra curricula activities, unless otherwise specified. No other visible items of clothing may be worn.
4. For those days which are too cold for the standard uniform, students may wear either the Whittlesea Secondary College jacket or the Whittlesea Secondary College Blazer. Whilst it is not compulsory to own or wear either the Whittlesea Secondary College Jacket or the Whittlesea Secondary College Blazer, no other coat or outer garment may be worn.
5. Students are expected to change into their PE uniform **at the beginning of** all practical PE classes and change back into the College uniform **at the conclusion of the PE class**
6. For their own safety, students must comply with safety requirements concerning uniform and grooming in some specified Learning Areas
7. Students are expected to be well groomed and wear clean and well maintained items of the College uniform including the specified shoes
8. The only visible body piercings acceptable are small, flat stud or an eyebrow bolt with ball ends. All other facial piercings are unacceptable due to Occupational Health and Safety considerations as well as ensuring we have a safe environment for students to learn.
9. It is expected that if a student has a tattoo, it will not be visible while he or she is wearing any variation of the College uniform including the PE uniform.
10. Students may use hair colourings provided the colourings are the colour of natural hair.
11. Students are expected to wear the uniform in the manner intended. For example, trousers should be worn at the waist and not hanging off the hips and the College skirt should not be shortened by rolling up at the waist **and**

hemlines must be of an appropriate length.

When a student does not meet expectations for the dress code

The College will work towards resolving the situation and will negotiate appropriate consequences through dialogue with the student using the principles of Restorative Practice.

Some of the strategies may include:

- Referral to the **Student** Manager and / or Assistant Principal
- Referral to the Student **Wellbeing Manager** and if needed offering support to obtain the required uniform items
- Contact with parents. On some occasions, parents may be asked to bring the required items of uniform to the College
- Exclusion from school activities or excursions
- Detention

Appendix B

List of Approved Uniform items

These are the only items which may be worn when traveling to and from the College and at the College

Girls

Jumper

- Years 7-12 - Whittlesea Secondary College Jumper in either wool or cotton
- VCE - Whittlesea Secondary College Year 12 top (optional). As approved by School Council.

Shirt

- Years 7-10 Whittlesea Secondary College gold polo shirt
- Years 11 and 12 Whittlesea Secondary College white polo shirt or **white business shirt** with long or short sleeves (tucked in at all times) and **must** be worn with the College tie.

Socks / Tights

- Plain white socks (clearly above the ankle) are to be worn with the Whittlesea Secondary College **summer dress**

OR

- Navy tights **OR** Long white socks must be worn with the Whittlesea Secondary College **pleated winter skirt**

Shoes

- Black leather, low heeled school shoes or black boots

Jacket

- Whittlesea Secondary College Blazer or
- Whittlesea Secondary College Spray Jacket

Boys

Jumper

- Years 7-12 Whittlesea Secondary College Jumper in either wool or cotton
- VCE Whittlesea Secondary College Year 12 top (optional). As approved by School Council.

Shirt

- Years 7-10 Whittlesea Secondary College gold polo shirt
- Years 11 and 12 Whittlesea Secondary College white polo shirt or **white business shirt** with long or short sleeves (tucked in at all times) and **must** be worn with the College tie.

Socks

- Plain white socks (clearly above the ankle)
- Plain black socks can only be worn under long trousers

Shoes

- Black leather lace up, low heeled school shoes or black boots

Jacket

- Whittlesea Secondary College Blazer or
- Whittlesea Secondary College Spray Jacket

- Girls**
- Trousers/Shorts**
- Tailored dress trousers (colour - College grey) or
 - Tailored dress shorts (colour - College grey)
- Skirt**
- Whittlesea Secondary College pleated skirt (**cold weather**)
- Dress**
- Whittlesea Secondary College dress (**hot weather**)

- Boys**
- Trousers/ Shorts**
- Tailored dress trousers (colour - College grey) or
 - Tailored dress shorts (colour - College grey)

PE Uniform

Girls	Boys
<p>Upper garment</p> <ul style="list-style-type: none"> • White Whittlesea Secondary College PE polo top <i>(The Whittlesea Secondary College tracksuit top or spray jacket may be worn over the polo top)</i> 	<p>Upper garment</p> <ul style="list-style-type: none"> • White Whittlesea Secondary College PE polo shirt <i>(The Whittlesea Secondary College tracksuit top or spray jacket may be worn over the polo top)</i>
<p>Lower garment</p> <ul style="list-style-type: none"> • Navy blue basketball shorts or • Navy blue netball skirt or Whittlesea Secondary College tracksuit bottom. 	<p>Lower garment</p> <ul style="list-style-type: none"> • Navy blue basketball shorts or Whittlesea Secondary College tracksuit bottom.
Sports uniform when representing the College	
<p>Upper garment</p> <ul style="list-style-type: none"> • Students will wear the specified top appropriate to the sport being played. • Students will also wear either the College jacket or the College tracksuit top. No other coat or outer garment is permitted 	
<p>Lower garment</p> <ul style="list-style-type: none"> • Students will wear either the Whittlesea Secondary College tracksuit pants, the PE shorts or in the case of girls, the netball skirt 	

**Other items which may be worn as part of the
Whittlesea Secondary College Uniform**

Girls

- **YEARS 7 – 10:**
- Navy blue or gold hair accessories
- Plain navy blue hat approved Sunsmart (summer) or plain navy beanie (winter)
- Navy blue scarf
- Navy T shirt or Navy skivvy worn under gold polo shirt
- **YEARS 11 – 12:**
- Navy blue or white hair accessories
- students may wear either a navy blue or a plain white scarf
- white T shirt or white skivvy worn under white business shirt or white polo shirt
- Plain navy blue hat approved Sunsmart (summer) or plain navy beanie (winter)

Boys

- **YEARS 7 – 10:**
- Navy blue scarf
- Plain navy blue hat approved Sunsmart (summer) or plain navy beanie (winter)
- Year 7 to 10 Navy T shirt or Navy skivvy worn under gold polo shirt
- **YEARS 11 – 12:**
- students may wear either a navy blue or a plain white scarf
- Year 11 & 12 white T shirt or white Skivvy worn under white business shirt or white polo shirt
- Plain navy blue hat approved Sunsmart (summer) or plain navy beanie (winter)

Uniform Requirements – Technology/VETiS Programs

Automotive:

Long sleeve overalls,
Leather upper boots.

Building & Construction:

Safety glasses & ear muffs,
Long sleeve overalls or work pants (no denim, no singlets),
Leather upper boots.

Engineering:

Safety glasses (mandatory),
Leather upper boots.
Long sleeve overalls or work pants (no denim, no singlets)
Long sleeve shirt.

Hairdressing:

Black top – (currently provided in the kit)

Black jeans,

Black hardtop shoes (as per School Policy)

Created:	-
Endorsed by College Council:	November 2013
Date for review:	2016
Comments:	