



# STUDENT DRESS CODE POLICY



## Help for non-English speakers

If you need help to understand the information in this policy, please contact Gembrook Primary School Office.

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email: [gembrook.ps@education.vic.gov.au](mailto:gembrook.ps@education.vic.gov.au)

## PURPOSE

The purpose of the Student Dress Code is to outline Gembrook 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 Gembrook 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 our 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.
- enhancing individual student safety and group security on excursions.

The School Council has developed a dress code that provides a range of choices for students and is cost effective for families.

## 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 Example School's compulsory school uniform items is available at Appendix A to this policy.

### General appearance

While at school, travelling to or from school or participating in school activities, Gembrook Primary School students must comply with the following:



- Uniforms must be clean and in good repair.
- Uniforms must 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.

### **Jewellery and cosmetics**

Students are not permitted to wear decorative jewellery to school. Stud earrings and sleepers worn in the ears, and watches, are the only acceptable jewellery.

Cosmetics may not be worn at school.

Clear or light, neutral colour nail polish only.

### **Hair and Sun safety**

Shoulder length or longer hair is to be tied back to help restrict the spread of nits and lice and for student safety.

School uniform hats must be worn outside from 1<sup>st</sup> of September to 30th 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.

Uniform items incorporate SunSmart principles.

## **PURCHASE OF UNIFORMS**

Uniform items can be purchased directly from Beleza School Uniforms located at the Pakenham branch (7/99 Bald Hill Rd, Pakenham VIC 3810) or from the Beleza online store <https://store.beleza.com.au>.

Small quantities of second-hand uniform items can be purchased from Gembrook Primary School's office for a gold coin donation.

School hats and bags can be purchased at the school office.

### **Support for families experiencing difficulty**

Please contact the Principal or Wellbeing officer to discuss support that we may be able to provide to families experiencing difficulty meeting uniform costs, including information about eligibility for uniform support through State Schools' Relief. Further information about State Schools' Relief is also available on their website: <https://www.ssr.net.au/>

## **IMPLEMENTATION**

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

- The student dress code shall be determined by the Gembrook Primary School Council, after consultation with parents, teachers and students.
- The Grade 6 students shall also be entitled to wear the commemorative jacket for that year as part of the uniform.



- The School Council has the responsibility to ensure the availability of adequate stock of the various uniform items. These shall be available from the uniform supplier. The range and cost of garments will reflect the capacity of families to purchase them.
- The school will make available information about Student Support Services, which can assist with school expenses for students including uniform items.
- The school uniform list will be available at the school.
- All new families will be advised on the availability of the uniform through the Student Enrolment Pack.
- Parents will support students in complying with the Dress Code.
- Parent and student suggestions for changes to the Dress Code can be submitted in writing to the School Council for consideration.
- Parent complaints about the dress code can be made in writing to the Principal for consideration.

Students wearing non-compliant uniform items may be asked to change into a compliant item of clothing provided by the school.

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.

Measures taken by Gembrook Primary School to address concerns about student non-compliance with the Student Dress Code will also be addressed in accordance with our Student Wellbeing and Engagement Policy.

## EXEMPTIONS TO STUDENT DRESS CODE

We recognise that there may be situations where the application of this dress code may affect students unequally.

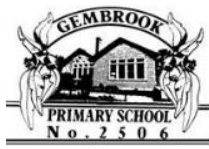
Students and their parents or carers may apply either in writing or in person to the Principal for an exemption to this Student Dress Code if:

- 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 economic 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

Gembrook 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 *Parent Complaint Policy*.

## COMMUNICATION

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

- Available publicly on our school's website
- Reminders in our school newsletter
- Discussed in student forums
- Included in staff handbook/manual
- Discussed at staff briefings/meetings as required
- Included in enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

## FURTHER INFORMATION AND RESOURCES

- Gembrook Primary School SunSmart Policy
- Gembrook Primary School Parent Complaint Policy
- Gembrook 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

Policy last reviewed	February 2023
Consultation	October 2022
Approved by	School Council
Next scheduled review date	February 2025
	The Department's <a href="#">Student Dress Code Guidelines</a> on developing and reviewing dress codes require school councils to decide annually whether or not amendments or a full review of the dress code is required. If not review of amendment is determined then the dress code will be reviewed every three years.



## APPENDIX A: Gembrook Primary School UNIFORM ITEMS

### Summer

#### Hat

- Navy broad brimmed hat.

#### Dress

- Blue and white check dress with fine green strips and pleat in the back.

#### Shirts

- Long or short sleeved cotton polo shirt. Green with navy and white stripe on collar and school logo.
- Short sleeved green sports top with school logo.

#### Shorts

- Navy blue cotton drill shorts – knee length, no coloured stitching, logos, or cargo pockets.
- Navy blue sports short no coloured stitching, logos, or cargo pockets.

#### Pants

- Plain navy-blue tracksuit pants – no coloured stitching, logos, or cargo pockets
- Navy drill street pants – no cargo pockets

#### Jumpers and vests

- Long sleeved polar fleece jacket- plain navy polar fleece with green school logo
- Rugby windcheater green with navy and white stripe on collar and school logo
- Bomber jacket green with navy and white stripe on the collar, cuffs, and waistband with school logo.
- Polar fleece vest - plain navy polar fleece with green school logo
- **Grade 6 only** – Navy jacket with green sleeves, green and white stripes on collar, cuffs, and waistband with school logo on the front and back design unique to each year.

### Winter

#### Winter Dress and Skirt

- Foundation to Grade 2 - Junior navy-blue box pleated skirt with bib (bib optional).
- Grade 3-6 Senior plain navy box pleated skirt – knee length.
- Plain navy woollen tights to be worn with the winter dress or skirt.

#### Shirts

- Long or short sleeved cotton polo shirt, green with navy and white stripe on collar and school logo.
- Short sleeved green sports top, with school logo.
- Long sleeved rugby top, green with navy and white stripe on collar and school logo.

#### Shorts

- Navy blue cotton drill shorts – knee length, no coloured stitching, logos, or cargo pockets.
- Navy blue sports short no coloured stitching, logos, or cargo pockets.

**Pants**

- Plain navy-blue tracksuit pants – no coloured stitching, logos, or cargo pockets.
- Navy drill street pants – no cargo pockets.

**Jumpers and vests**

- Long sleeved polar fleece jacket - plain navy polar fleece with green school logo.
- Rugby windcheater green with navy and white stripe on collar and school logo.
- Bomber Jacket Green with navy and white stripe on the collar, cuffs, and bottom with school logo.
- Polar fleece vest - plain navy polar fleece with green school logo.
- **Grade 6 only** – Green jacket with navy sleeves, green and white stripes on collar, cuffs, and waist with school logo on the front and back design unique to each year.

**Optional Winter Jacket**

- Waterproof Soft-Shell Jacket - plain navy waterproof jacket with green school logo.

**Hats, scarves, and gloves**

- Navy green and white Gembrook Primary School beanie (new in 2023).
- Plain navy polar fleece beanie. No print or logos.
- Plain navy gloves. No print or logos.
- Plain navy polar fleece scarf. No print or logos.
- Navy wide brimmed hat with clip. No print or logos.

**Socks**

- Navy or white- plain no design or patterns.

**Shoes**

- Black school shoes or running shoes. All shoes must have closed toes.

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**School Bags**

- Navy with green school logo. Available for purchase at the school office.