

Cambridge Primary School Student Dress Code and Uniform Policy

TABLE OF CONTENTS

Version 1.1 – 20/12/2019

1.	Purpose_____	3
2.	Policy Statement_____	3
3.	Related policies_____	4
4.	Supporting information/tools_____	5
5.	Uniform Items_____	5
6.	Requirements_____	6
7.	Definitions_____	7
8.	Legislation_____	8
APPENDIX I – CHECKLIST FOR SCHOOL STUDENT DRESS CODE AND UNIFORM_____		10

1. Purpose

The purpose of a School Student Dress Code and Uniform Policy (the Policy) is to promote social equity in terms of clothing, assisting school staff in easily identifying students and enhancing the sense of pride within a school. The Policy is in accordance with [Secretary's Instruction No 6 for State School Student Dress Code](#) and developed in consultation with the School Association and students.

The objectives of this Policy are to:

- Promote a shared sense of school identity and ensure all students are dressed safely and appropriately for school activities
- Strengthen the profile and identity of the school and its students within the broader community
- Assist school staff to easily identify students on school excursions and on the school campus
- Encourage students to take pride in their appearance
- Prepare learners for the expectations of the workplace
- Identify the process for establishing a dress code, or uniform and who is required to wear one
- Identify the process for granting exemptions to a dress code or uniform.

2. Policy Statement

2.1 Key Information

- State schools for students from Prep to Year 10 inclusive must have a school uniform. It is a requirement that these students wear the uniform their school endorses.
- To ensure that the requirements of [Education Act 2016](#) and the Secretary's Instruction are met, the school must:
 - » Allow exemptions and/or criteria to evaluate applications for exemption from compliance with the Policy, where individual circumstances make it difficult to adhere to the Policy and would outweigh the benefits of compliance.
 - » Provide students with unisex options in addition to any male and female specific items.
 - » Endorse a uniform that is cost effective. (Schools should consider providing uniform banks to support families experiencing hardship to meet uniform requirements.)
- A principal with students enrolled outside of Prep to Year 10 can choose to require all students to wear the uniform. This must be established through a dress code, and must include consultation with the School Association and students.
- Consultation with the School Association can be done by requesting the School Association Committee to include dress code/uniform as an agenda item at a Committee meeting. The school can promote that consultation is underway and invite parents to provide feedback through the Committee.
- A dress code [may](#) stipulate requirements around personal appearance and grooming.
- When introducing a new dress code or uniform, a transition period of 12 months is recommended to allow time for the Policy to be understood and adhered to.

2.2 Requirements

- Where a school has an existing dress code or uniform, schools must use the [Appendix I Checklist for School Student Dress Code and Uniform](#) to ensure the existing policy complies with the [Education Act 2016](#) and the [Secretary's Instruction No 6 for State School Student Dress Code](#).

- The Policy applies during school activities (including out of hours or off-site activities), on school campus and while travelling to or from school (while wearing school uniform), unless an exemption has been granted.

2.3 Roles and Responsibilities

Principals

Principals must:

- Have a uniform for students from Prep to Year 10 inclusive;
- Detail the process for exemptions from the dress code or uniform;
- Detail a review process for any applications for exemption from compliance with the Policy;
- Detail how non-compliance with dress code or uniform will be dealt with under the school's *Respectful Student Behaviour Policy and Process*;
- Consult with the School Association when developing a dress code or uniform; and
- Consult with students when developing a dress code or uniform.

Principals may:

- Develop and implement a dress code.

Where the decision is made to develop a dress code, a principal must:

- Ensure compliance with legislation including: [Education Act 2016](#) (Tas), [Disability Discrimination Act 1992](#) (Cth), [Sex Discrimination Act 1984](#) (Cth), [Anti-Discrimination Act 1998](#) (Tas) and [Racial Discrimination Act 1975](#) (Cth);
- Consult with their School Association and students to ensure the Policy reflects the views of the school; and
- Include requirements on the wearing of hats in line with the [Cancer Council of Tasmania's 'Sun Smart' Program](#). (See the [Sun Protection Policy](#) for further information.)

Teaching Staff

Teaching staff must:

- Ensure compliance with any dress code and uniform by following the processes established by the school to address non-compliance.

Parents/Carers and Students

Parents/carers and students must:

- Ensure compliance with the Policy, or apply for an exemption.

3. Related policies

Policy	Purpose
Sun Protection Policy	To set out the matters that a principal is to take into account in developing a dress code for the students at their school

Policy	Purpose
Respectful Student Behaviour Policy and Process	When addressing non-compliance with the student dress code or uniform, a principal should refer to their <i>Respectful Student Behaviour Policy and Process</i> .

4. Supporting information/tools

Supporting Document	Purpose
Template School Student Dress Code and Uniform Policy	A template School Student Dress Code and Uniform Policy that a principal can use to insert their school specific information (identified by orange headings).
Checklist for School Student Dress Code and Uniform	The (attached) Checklist can be used to ensure a dress code or uniform policy is compliant with the legislation and Secretary's Instruction.
FAQ for Schools on Dress Code and Uniform Policy	Answers to school's frequently asked questions on dress code and uniform.
Parent Fact Sheet: Dress Code and Uniforms in Tasmanian Government Schools	An electronic and printable fact sheet schools can provide to parents about dress code and uniforms.

5. Uniform Items

The **Everyday Uniform** consists of the following items available from the school uniform shop:

- Navy blue shorts
- Light blue polo shirt
- School summer dress
- Navy blue skorts
- Navy blue track pants
- School rugby jumper
- Navy blue polar fleece

- Navy blue windcheater with logo
- Navy blue/light blue rugby jumper with logo
- Any shoes and socks – appropriate for school life (close toed shoe)
- Students can bring slippers/ugg boots to leave in classrooms during winter
- Navy Blue bucket hat, wide brimmed hat, or legionnaire hat (must be sun safe) Hats are to be worn correctly.
 - » If parent choose generic items that match, they are NOT to have branding.

6. Requirements

Uniform Requirements

The Everyday Uniform MUST be worn at all times, including excursions (except where specified). Closed toe shoes MUST be worn at all times during school activities (except where otherwise permitted by staff). The school community operates a facebook page called “Cambridge Primary Second Uniform Sales”.

Sun smart policy

Cambridge Primary School is sun safe accredited. This means hats MUST be worn in terms 1 and 4. If children need sunblock, parents are to teach their children how to apply and supply the sunblock. Some sun block is held at school for whole school events. Staff do not apply sun block to children at school.

school-specific safety requirements

Where it is required, students must use or wear appropriate safety equipment (i.e. aprons or safety glasses).

- At our school, early childhood classes are to bring gumboots to school to safely and warmly explore the outside environment.
- Navy Blue beanie, warm coats and warm changes of clothes are commonly worn in winter.
- Kindergarten children MUST pack and bring a change of underwear and shorts/pants in case of an accident.

Dress code

The following requirements apply in relation to:

Jewellery - minimal/no jewellery is encouraged at school, for safety and security reasons.

NO responsibility can be taken by the school for any jewellery worn to school by any student

Any necklaces are to be worn inside dresses or polo tops

ONLY stud earrings are to be worn

The exception to these rules are sensory necklaces/toys/chews for students

NO make-up is to be worn at school by students

NO visible T-Shirts or other garments under school uniforms

Brand names and logos are to be kept to a minimum size. (ie not visible under other garments)

Kindergarten students are required to wear the school uniform and abide by the school dress code.

Exemptions

Parents may seek an exemption from compliance with elements of the school's Policy. This will be granted where the principal considers that it is in the best interests of the student to allow such an exemption. When deciding whether to grant an exemption, the principal will consider:

Offering a grace period for new students starting partway through the school year to comply with the Policy and acquire any uniform items.

Religious beliefs, cultural background and/or individual needs (e.g. sensory issues).

Uniform exemptions may be granted for 'free dress day'. Free dress clothing must be sun safe, should not display inappropriate or offensive logos, images or slogans, and closed-toe footwear must be worn.

Uniform exemptions may be required for specific school activities where it would not be appropriate for a student to be in uniform/comply with dress code (i.e. swimming, surfing, farming/ agriculture) or where uniform would not be visible due to protective or specialised clothing (i.e. automotive, trades or chemistry).

requesting an exemption

To request an exemption a parent/carer or independent student **MUST**:

speak to your child's teacher, list any requirements that are of concern; and
nominate the requested length of exemption from the requirements.

For exemptions requested for five or less consecutive school days, the principal **MUST**:

consider the request and notify the parent and student if the request has been granted or denied; and
notify the relevant teacher/s of the details of any exemption granted.

For exemptions requested for more than five consecutive school days, the principal **MUST**:

respond in writing to notify the parent and student if the request has been granted or denied; and
include the timeframes if an exemption is granted;
maintain a record of the exemption in the student's file; and
notify the relevant teacher/s of the details of any exemption granted.

Non-compliance with dress code or uniform

Responses to non-compliance with the Policy should not interfere with student learning, unless necessary for student safety.

Students should not be penalised for circumstances beyond control of them and/or their parent/carer (i.e. lack of availability of a uniform item).

See the *Respectful Student Behaviour Policy and Process* for further information on how to manage non-compliance with the Policy.

The School Community manages a second-hand uniform buy and swap page to help with costs.

For parents are suffering financial hardship, our school social worker can advise of uniform assistance.

7. Definitions

Dress Code

Dress code means a set of requirements for how students should present themselves when attending or representing their school. As well as specifying clothing, a dress code may include personal presentation and appearance. There is no requirement for a school to have a dress code; however, if a school has a dress code:

- For students in Prep to Year 10 it includes the wearing of a uniform.
- For students in Kindergarten, and years 11 and 12 it may include a standard of dress and/or uniform.

Uniform

Uniform means a distinct set of clothing worn by members of the same organisation and may include a school emblem and colour scheme. A uniform is required for students in Prep to Year 10.

8. Legislation

Instrument	Purpose
Secretary's Instruction No 6 for State School Student Dress Code	To set out the matters that a principal is to take into account in developing a dress code for the students at their school.

APPENDIX I – CHECKLIST FOR SCHOOL STUDENT DRESS CODE AND UNIFORM

The following checklist can be used to assess a School Student Dress Code and Uniform Policy and its consistency with the *Secretary's Instruction No 6 for State School Student Dress Code* and the *Education Act 2016*.

Checklist for Developing a School Student Dress Code and Uniform policy

Where to start

- Template: ☐ A template *School Student Dress Code and Uniform Policy* has been developed to help a principal when developing a new dress code or uniform to ensure compliance with the *Education Act 2016* (Tas). Use of the template is optional, and can be downloaded from the DoE intranet site.

What must be considered when developing the School Student Dress Code and Uniform Policy?

- Legislation ☐ Complies with the following legislation:
- *Education Act 2016* (Tas)
 - *Disability Discrimination Act 1992* (Cth)
 - *Sex Discrimination Act 1984* (Cth)
 - *Anti-Discrimination Act 1998* (Tas)
 - *Racial Discrimination Act 1975* (Cth)
- Health and safety ☐ Complies with the *Sun Protection Policy*
- ☐ Ensures students are dressed appropriately for various activities being undertaken to ensure compliance with safety requirements
- ☐ Provides for appropriate clothing and footwear while undertaking physical exercise
- Other Requirements
- ☐ Provides uniform items that are durable and cost effective for students and their parents or carers
- ☐ Is inclusive of students from diverse backgrounds and circumstances
- ☐ Provides for those with a disability
- ☐ Provides unisex options in addition to any male and female specific items
- ☐ Provides a method and/or criteria to evaluate applications for exemption from compliance. (This may include religious beliefs, cultural background or other unique individual circumstance.)

Checklist for Developing a School Student Dress Code and Uniform policy

- ☐ Links to the [Respectful Student Behaviour Policy](#) and [Process](#) in the case of non-compliance

Who must be consulted?

- ☐ The School Association and students must be consulted when developing a new [School Student Dress Code and Uniform Policy](#).

How long should be allowed for transition to a new dress code or uniform?

- ☐ Schools should phase in any changes over a transition period of 12 months.

Where does the Policy need to be published?

- ☐ Copies should be available at the school office.
- ☐ A PDF version should be available on the school website.
- ☐ Notify parents/carers when the new policy is available and identify any major changes

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Last Significant Review: 7 May 2018

Review Due: 7 May 2023

This Document Replaced: DoE School Uniform Policy (2016)