

## **Dress Standard and Colour Code Policy**

**School Policy:** Colour code/ dress standards at Caroline Chisholm School

**Renewal Date:** 2020 (every five years); 2025

### **1. POLICY STATEMENT**

1.1 Caroline Chisholm School in conjunction with the school board will develop and implement a school *Dress Standard and Colour Code* policy. It is expected that students K-10 abide by a dress standard while attending school or official school activities. This dress standard includes colour code and school uniform.

### **2. RATIONALE**

2.1 The wearing of school uniform at Caroline Chisholm School contributes in creating a safe and welcoming environment. It also develops a sense of belonging, pride and connectedness to school. Our school uniform:

- Provides easy identification of Caroline Chisholm School students on the playground and during school events and excursions.
- Is cost effective for parents and carers.
- Reduces peer pressure on students to wear expensive or fashion clothing to school.
- Enhances the health and safety of students when involved in school activities.
- Promotes a sense of inclusiveness, non-discrimination and equal opportunity.
- Reinforces the perception of the school as an ordered and safe environment.
- Increases the personal safety of students and staff by allowing easier recognition of visitors and potential intruders in the school.
- Promotes positive community perceptions of public education.
- Eases the morning rush for families as the expectations regarding uniform and colour code is clear.

2.2 School dress standards, colour codes or uniforms should reflect school community standards and be consistent with occupational health and safety, anti-discrimination, equal opportunity legislation and the Education Directorate's and Caroline Chisholm School's *Sun (UV) Protection for Students* policy.

2.3 The Parents and Carers Association have selected uniform pieces taking into account comfort, cost effectiveness, design, suitability for the changeable weather and conflict free ethical items (sourced from ethical producers committed to an ethical supply chain).

### **3. DEFINITIONS**

**3.1 Dress standard** - A dress standard is a detailed written statement of the expectations that a school board holds regarding student clothing. A dress standard may require students to wear a school uniform and may define specifications for garment design and or colour. Alternatively, a dress standard may merely set out broad guidelines as to the appearance of students.

**3.2 Colour code** - School colour codes are the colours chosen by a school board to represent the school on uniforms or dress standards and other items of identification. In an effort to further establish identity and promote a standard, schools may have two colours or more.

**3.3 School uniform** - A school uniform consists of a limited range of clothing. It identifies students as belonging to a particular school.

**3.4 Parent/s and Carer/s:** Includes all people who have parental responsibility for a child or young person.

#### **4. RESPONSIBILITIES**

4.1 Caroline Chisholm School expects students K-10 to abide by their dress standard. For students K-6, this can include colour code items without school branding. For students in years 7 to 10, the requirement is full branded school uniform. For all students, school dress code is expected to be worn during school hours, while travelling to and from school and when engaged in school activities out of the school. A student's inability to comply however should not interfere or interrupt student learning.

4.2 In developing a *Student Dress Standard and Colour Code* policy the principal and Caroline Chisholm School Board must:

- Consult with parents and carers of students enrolled at the school, the school community, staff and students.
- Have a trial period for displaying items of dress requirements for feedback.
- Consider occupational health and safety, anti-discrimination, opportunity legislation and the Education Directorate's Sun (UV) Protection for Students policy.
- Incorporate issues of availability, affordability and functionality of items of clothing.
- Consider maturity of students, gender, disability, religious and cultural beliefs, socio-economic circumstances and a student's sense of individuality and self-esteem in personal appearance.
- Develop a process for managing special circumstances of particular students or exemption processes.
- Develop a system that provides the opportunity to wear relevant items of dress standard, colour code or uniform from a bank of items held at the school such as a uniform pool –preloved uniforms and the availability of the equity fund.
- Develop and document strategies and sanctions for managing students not complying with dress standards and colour code requirements.
- Enforce aspects of student dress standard, colour codes or uniform related to safety such as safe footwear and hats and swim shirts as required by the Education Directorate's *Sun(UV)*.

*Protection for Students* policy

- Consider the cost associated with having a colour code or uniform including the accessibility, availability and appropriate retailer.

4.3 Parents and Carers must be informed in writing of the Caroline Chisholm School's *Dress Standard and Colour Code* policy and are asked at the time of enrolment to take responsibility for outfitting their children according to the requirements. Enrolment is not conditional upon agreement. Informing parents and carers may also be achieved by publishing the guidelines in the school handbook and school newsletters.

4.4 Everyone has a role in setting the standards for the school. Teachers and other school staff model appropriate standards for students. They should dress in a professional manner at all times.

4.5 Students should not be disadvantaged where required dress standard, colour code or uniform items are not available because of circumstances beyond their control.

## **5. Strategies to recognise and encourage the wearing of uniforms**

At Caroline Chisholm School we try to use a positive approach to recognise and encourage students who wear school uniform. Some examples of this include:

- Formal recognition of groups of students at assemblies or by other means.
- Reference to the uniform as part of recognition and promotion of the spirit of the school.
- Reminders to students in practical classes that standards of dress have been agreed upon for the health and safety of students.
- Staff modelling of standards.
- Involvement of the student representative council in developing, discussing and promoting school uniforms.
- Opportunities for students to suggest uniform items that would be appealing to the student cohort from the perspective of style, easy maintenance and comfort.

## **6. Non compliance and resolving conflict**

6.1 All students K-10 are expected to meet dress standards, colour code or uniform unless an exemption through a uniform pass has been granted.

6.2 Caroline Chisholm School has the following strategies to work through non-compliance or failure of a student to uphold the required dress standards. These strategies include:

- The offer of appropriate item/s from a bank of clothing/uniforms held at the school.
- Preventing the student from attending out of school excursions that are extra curricula activities. This is due to safety issues and is at the discretion of the principal or delegate.
- Informing student's parents or carers of the incident and discuss further with parents or carers, representatives of school and student to prevent recurrence.
- Implementing a process of conflict resolution or mediation if a student persistently wears.
- Inappropriate dress after discussions have been held with parents or carers.

6.3 Strategies for non-compliance do not include:

- Suspension for not complying with colour code, uniform or dress standards.
- Any sanction that damages their academic or external career prospects such as negative mentions in references or school reports.
- The prevention from continued participation in essential curriculum activities, except where necessary for reasons of safety (in which case, alternative educational activities are provided).
- Any sanction where required uniform or dress code items are not available because of circumstances beyond their control.

Caroline Chisholm School's preferred approach to ensuring students abide by dress standards, colour code or uniform is the positive reinforcement and encouragement of responsible behaviour. The uniform policy will be regularly reinforced in a positive way during school assemblies, parent/carer meetings and via the school newsletter and website.

## **7. Special considerations and Exemptions**

7.1 In resolving matters of student dress standards, colour code or uniforms the principal must consider:

- Mobile families requiring sufficient time to purchase items of dress.
- The unavailability of an item.
- A matter relating to the student's health, religion or gender identification.
- Economic hardship requiring special arrangements, or an extended period of time to purchase new items of dress.
- Conscientious objections, for example objections raised on any reasonable religious or cultural grounds.
- An exemption from wearing the dress requirements granted by the principal.

From time to time individual parents may seek variations in school uniform requirements. Long term exemptions or adjustments to the uniform would be provided when:

- An aspect of the school uniform requirements prevents students from complying with a requirement relating to their ethno-religious background.
- The students have a particular health condition that requires a modification of an aspect of the requirements.
- The student is disadvantaged in complying with an aspect of the uniform because of other personal circumstances falling within anti-discrimination legislation.

From time to time Caroline Chisholm School will hold non-uniform days. Student clothing on these non-uniform days should be guided by the school’s dress standards for such occasions, being mindful of the community expectations, the public image of the school and the health and safety of students.

## 8 Documentation

There are a number of policies and procedures which guide our practice.

### 8.1 Legislation

Discrimination Act 1991

Disability Discrimination Act 1992

Racial Discrimination Act 1975

Sex Discrimination Act 1984

Human Rights Act 2004

Work Health and Safety Act 2011

### 8.2 Implementation Documents

Dress Standards and Uniforms in Canberra Public School Policy

Dress Standards and Uniforms in Canberra Public Schools Procedure

Dress Standards and Uniforms in Canberra Public Schools Guidelines

### 8.3 Related Policies and Information

Sun (UV) Protection for Students Policy

Caroline Chisholm School’s Sun (UV) Protection for Students Policy 2019

## 9. Caroline Chisholm School Dress Standard and Colour Code as at 2020

9.1 For students in kindergarten to year 6 this can include colour code items without school branding.

Tops	<p>Board approved uniform tops are limited to:</p> <ul style="list-style-type: none"> <li>- CCS Uniform mid blue polo-shirts, long or short sleeve with embroidered logo</li> <li>- CCS Uniform navy blue v-neck knitted pullover with embroidered logo</li> <li>- CCS Uniform navy blue/white half-zip polar fleece pull over with embroidered logo</li> <li>- CCS Uniform navy blue/white hoodie with embroidered logo</li> <li>- CCS Uniform navy blue/white reversible jacket with embroidered logo</li> <li>- CCS Uniform navy blue/white spray jacket with embroidered logo</li> </ul>
Pants	<p>Board approved uniform pants are limited to:</p> <ul style="list-style-type: none"> <li>- CCS Uniform navy blue track pants with vinyl ‘Caroline Chisholm’ application on leg</li> <li>- CCS Uniform navy blue with white strip shorts with embroidered logo</li> <li>- CCS Uniform navy blue mesh shorts with embroidered logo</li> <li>- CCS Uniform navy blue skort with embroidered logo</li> <li>- CCS Uniform navy blue leggings with vinyl ‘Caroline Chisholm’ application on leg (only available in adult sizing)</li> </ul>

	All pants must be worn at an appropriate length and must display the CCS logo at all times
Dresses	- CCS Uniform patterned fitted dress summer or winter (dress must be worn at an appropriate length)
Hats	- Broad brimmed hat - Legionnaires hat - Bucket hat Students are expected to wear a hat all year round, except during the designated 'hats off' period (generally this is in June and July).

## 9.2 For students in year 7 to year 10, the requirement is full branded school uniform

Tops	Board approved uniform tops are limited to: <ul style="list-style-type: none"> <li>- Caroline Chisholm School (CCS) Uniform navy blue or white polo-shirts long or short sleeve with embroidered logo</li> <li>- CCS Uniform tailored white shirt with embroidered logo</li> <li>- CCS Uniform navy blue v-neck knitted pullover with embroidered logo</li> <li>- CCS Uniform navy blue/white half-zip polar fleece pull over with embroidered logo</li> <li>- CCS Uniform navy blue/white reversible sports jacket with embroidered logo</li> <li>- CCS Uniform navy blue/white hoodie with embroidered logo</li> <li>- CCS Uniform navy blue/white spray jacket with embroidered logo</li> </ul>
Pants/Skirts	Board approved uniform pants are limited to: <ul style="list-style-type: none"> <li>- CCS Uniform navy blue track pants with vinyl 'Caroline Chisholm' application on leg</li> <li>- CCS Uniform navy blue gabardine tailored pant.</li> <li>- CCS Uniform navy blue with white strip shorts with embroidered logo</li> <li>- CCS Uniform navy blue mesh shorts with embroidered logo</li> <li>- CCS Uniform patterned fitted skirt summer or winter</li> <li>- CCS Uniform navy blue leggings with vinyl 'Caroline Chisholm' application on leg</li> </ul> <p>All pants and skirts must be worn at an appropriate length and must display the CCS logo at all times</p>
Dresses	- CCS Uniform patterned fitted dress (must be worn at an appropriate length)
Year 10 students ONLY	Year 10 students will be offered a graduation jumper as decided in consultation with the Year Coordinator and relevant Executive Teachers. This jumper is only allowed for the graduating year (e.g. younger siblings may not wear in subsequent years)
Hats	- Broad brimmed hats or Bucket hats are preferred - Caps are allowed Students are expected to wear a hat all year round, except during the designated 'hats off' period (generally this is in June and July).
Year 10 House Captains ONLY	Student House Captains are allowed the privilege of ordering a House Shirt which may be worn as uniform throughout normal school days
Health and Physical Education (HPE) Uniform	As part of workplace health and safety requirements, students are required to change into appropriate clothing for HPE. The HPE Uniform includes: <ul style="list-style-type: none"> <li>- plain red polo shirt. A CCS HPE uniform shirt is available to order through the Uniform shop, but is not a compulsory item of uniform</li> <li>- black sport-style pants (tights, shorts, track pants or skins are all suitable). CCS HPE uniform shorts are available through the Uniform shop but are not a compulsory item of uniform</li> <li>- hat</li> <li>- laced, supportive sports shoes with non-marking soles</li> <li>- Students are encouraged to wear their Sport and Rec Uniform as part of HPE lessons</li> </ul>

### **Physical Education, Sports and Elective uniforms**

Sport and Rec, Health & Physical Education (HPE) and Dance uniforms are not considered part of the acceptable daily school uniform.

Students must change into Sport and Rec /HPE/Dance uniforms for the lesson only and must change back into approved school uniform. Students are marked in HPE for uniform as part of their HPE requirements.

### **Inappropriate Uniform**

Students wearing revealing, offensive, vulgar or unsafe clothing will be asked to change uniform in accordance with the uniform procedures.

### **Uniform Non-Compliance Register**

Students who are not in uniform and do not remain in the uniform non-compliance area during recess and lunch will be recorded on the *Uniform Non-Compliance Register*. Students who are recorded on the *Uniform Non-Compliance Register* more than 4 days per term may be excluded from excursions in line with the excursions policy and uniform compliance procedures.

### **Excursions**

Students must be in school uniform to attend school events/excursions unless specially noted on the excursion permission note. Any student who arrives for an excursion out of uniform will remain at school unless suitable alternative is sought (parent bring uniform from home or item loaned through wellbeing if available).

Minimum requirements must also be met throughout the term in accordance with the excursion policy, including uniform compliance procedures. Students that are recorded on the *Non-Uniform Register* more than 5 days, or the *Non-Compliance Register* more than 4 times in the previous 5 weeks may be excluded.

### **Short and long term exemptions**

Formal short and long term exemptions can be provided with sufficient evidence. Evidence, such as a letter from a parent or verbal communications, needs to be presented to relevant Executive Teachers.

If a student requires a short term exemption, they may receive a uniform pass from either Middle Years or Senior Years Executive teachers.

From time to time, students may also be exempt from wearing school uniform due to ethno-religious backgrounds or on-going health conditions. Both short and long term exemptions will be documented.

## **Dress Standard and Colour Code Policy – Student Summary**

It is expected that students K-10 abide by a dress standard while attending school or official school activities. This dress standard includes colour code and school uniform. Everyone has a role in setting the standards for the school.

Exemption to school uniform may be granted through a uniform pass. Formal short and long term exemptions can be provided with sufficient evidence. Evidence, such as a letter from a parent or verbal communications, needs to be presented to relevant Executive Teachers.

Non-compliance or failure of a student to uphold the required dress standards will be resolved through the following:

- The offer of appropriate item/s from a bank of clothing/uniforms held at the school.
- Preventing the student from attending out of school excursions that are extra curricula activities. This is due to safety issues and is at the discretion of the principal or delegate.
- Informing student's parents or carers of the incident and discuss further with parents or carers, representatives of school and student to prevent recurrence.
- Implementing a process of conflict resolution or mediation if a student persistently wears.
- Inappropriate dress after discussions have been held with parents or carers.

Students must be in school uniform to attend school events/excursions unless specially noted on the excursion permission note. Any student who arrives for an excursion out of uniform will remain at school unless suitable alternative is sought (parent bring uniform from home or item loaned through wellbeing if available).