



# Sheffield School Dress Code and Uniform Policy

# TABLE OF CONTENTS

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1.	Purpose.....	3
2.	Policy objectives.....	3
3.	Key information.....	3
4.	Requirements.....	4
5.	Roles and responsibilities.....	4
6.	Uniform items.....	5
7.	Requirements.....	5
8.	Dress code.....	6
9.	Exemptions.....	6
10.	Non-compliance with dress code or uniform .....	7
11.	Associated documents and materials.....	7
12.	Definitions .....	8

## 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.

## 2. Policy objectives

- 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.

## 3. 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.

## 4. Requirements

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.

## 5. Roles and responsibilities

### 5.1 PRINCIPALS

- **MUST** have a uniform for students from Prep and Year 10 inclusive.
- **MUST** detail the processes for exemptions from the dress code or uniform.
- **MUST** detail a review process for any applications for exemption from compliance with the Policy.
- **May** develop and implement a dress code.
- **MUST** detail how non-compliance with dress code or uniform will be dealt with under the school's *Respectful Student Behaviour Policy and Process*.
- **MUST** consult with the School Association when developing a dress code or uniform.
- **MUST** consult with students when developing a dress code or uniform.

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

- Ensure compliance with legislation including: *Education Act 2016*, *Disability Discrimination Act 1992*, *Sex Discrimination Act 1984*, *Anti-Discrimination Act 1998 (TAS)* and *Racial Discrimination Act 1975*.
- Consult with their School Association and students to ensure the Policy reflects the views of the school.
- Include requirements on the wearing of hats in line with the Cancer Council of Tasmania's 'Sun Smart' Program. (See the DoE [Sun Protection Policy](#) for further information.)
- Identify how the non-compliance with the Policy will be managed under the school's *Respectful Student Behaviour Policy and Process*.

### 5.2 TEACHING STAFF

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

### 5.3 PARENTS/CARERS AND STUDENTS

- **MUST** ensure compliance with the Policy, or apply for an exemption.

## 6. Uniform items

Our everyday uniform consists of:

Primary		Secondary	
Summer	Winter	Summer	Winter
Navy shorts* or blue checked dress School hat with logo*	Winter skirt Navy full length trousers* Navy tights/stockings	Navy shorts* or blue checked dress	Navy full length trousers* Winter skirt Navy tights/stockings
Navy/sky blue polo shirt* Navy polar fleece* Navy windstopper* Navy hoodie* Dark blue or white socks		School blue shirt* Navy/sky blue polo shirt (sports option)* Navy windstopper* Navy hoodie* Dark blue or white socks	

\*items available from the school office.

The **footwear** to accompany the Everyday Uniform is black enclosed shoes or sneakers. Ballet flats are not acceptable.

Second hand uniform items are available from The Hub.

## 7. Requirements

### 7.1 UNIFORM REQUIREMENTS

If you need support with your child's uniform you can talk to your child's teacher or principal to discuss your family's eligibility for support or assistance in the purchase of school uniforms.

The uniform requirements are:

- The Everyday Uniform **MUST** be worn for excursions (except where specified).
- Closed shoes **MUST** be worn at all times during school activities (except where otherwise permitted by staff).

### 7.2 SUN SMART POLICY

Primary students **MUST** wear hats during recess and lunch times, on excursions and during outdoor P.E lessons from September – April. Classrooms are provided with sunscreen for students to use. Secondary students are also encouraged to wear hats and use provided sunscreen. Students may bring their own sunscreen for personal use.

For further information, please refer to our Sunsmart Policy.

### 7.3 SCHOOL-SPECIFIC SAFETY REQUIREMENTS

Where it is required, students must use or wear appropriate safety equipment (i.e. work boots, aprons or safety glasses, hearing protection) and follow the safety guidelines specific to the area.

## 8. Dress code

The following requirements apply in relation to:

- Jewellery – must be minimal and not present a safety risk to self or others
- Plain tops, which are complementary to the school uniform colours, may be worn underneath school shirts for extra warmth.
- Kindergarten students at Sheffield School are required to follow the same uniform requirements as P-10 students.
- Students in Years 11 and 12 are not required to wear a uniform but they are required to comply with the school's dress code. A school top/shirt, may be loaned to students on occasions where they are representing the school.

## 9. 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).

### 9.1 REQUESTING AN EXEMPTION

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, medical needs).
- 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).>

## 10. 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 themselves and/or their parent/carer (i.e. lack of availability of a uniform item).
- Students not in uniform (unless not required for a specific excursion) may not attend excursions, due to safety and supervision requirements.
- Students not in uniform will be offered a clean uniform from the Uniform Store to be loaned for the day.
- Parents/guardians of students not in uniform will be contacted, advised of our school uniform requirements and may be offered assistance.

## 11. Associated documents and materials

Documents and materials	Purpose
<a href="#"><u>Secretary's Instruction No 6 for State School Student Dress Code</u></a>	To set out the matters that a principal is to take into account in developing a dress code for the students at their school.
<a href="#"><u>Sun Protection Policy</u></a>	Outlines the requirements for a Sun Protection Policy to ensure the safety of staff, students and children in relation to exposure to the sun.
<a href="#"><u>Respectful Student Behaviour Policy</u></a>	When addressing non-compliance with the student dress code or uniform, a principal should refer to their <i>Respectful Student Behaviour Policy</i> .
<a href="#"><u>Respectful Student Behaviour Process</u></a>	When addressing non-compliance with the student dress code or uniform, a principal should refer to their <i>Respectful Student Behaviour Process</i> .
<a href="#"><u>Checklist for School Student Dress Code and Uniform</u></a>	The Checklist can be used to ensure your school's existing policies meet the requirements by going through the checklist at Appendix I of the Policy.
<a href="#"><u>Dress Code and Uniform in Tasmanian Government Schools</u></a>	The fact sheet on Dress Code and Uniforms in Tasmanian Government Schools can help parents understand the requirements.

## 12. Definitions

**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 a 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.

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