



STUDENT DRESS CODE POLICY

File location: U:\Public\Policies & Procedures\Approved Policies\Student Dress Code Policy.doc

Authorised by: **Principal**

Approved by School Council:
20.10.21

Date Created: 12/8/21

Last Updated: 12/8/21

Review Date: 2022

Page Number: 1 of 5

Horsham College's School Council will develop and review their student dress code in accordance with the Department's Student Dress Code policy guidance on the Department's Policy and Advisory Library, available at the following link: <https://www2.education.vic.gov.au/pal/student-dress-code/policy>

School Council will ensure the student dress code meets human rights and anti-discrimination requirements, includes exemption processes and addresses health and safety considerations. School Council will ensure they have properly consulted with the school community in developing/reviewing this student dress code following the guidance on the consultation processes on the Policy and Advisory Library at <https://www2.education.vic.gov.au/pal/student-dress-code/guidance/developing-and-reviewing-dress-codes>



Help for non-English speakers

If you need help to understand the information in this policy, please contact Horsham College on 5381 7100

Purpose

The purpose of the Student Dress Code is to outline Horsham College'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 Horsham College'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 Horsham College'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.

The School Council has developed a dress code that we believe 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 Horsham College's compulsory school uniform items is available in Appendix A to this policy.

General Appearance

While at school, travelling to or from school or participating in school activities, Horsham College students must comply with the following:

- Uniforms must be clean and in good repair
- Uniforms must be clearly marked with the owner's name
- Ties need to be worn neatly covering a fastened top button
- Additional layers of clothing may be worn underneath the uniform for added warmth, provided these undergarments are completely hidden.

Jewellery and Cosmetics

A reasonable amount of jewellery can be worn. Students will be required to remove or cover any jewellery that a teacher considers may cause a health and safety risk in a school activity. The school retains the discretion to determine what jewellery will be worn by students when representing the school.

The wearing of cosmetics is permitted. Cosmetics should be applied in a way that allows for a natural look. The school retains the discretion to determine what cosmetics will be worn by students when representing the school.

Hair and Sun Safety

It is recommended that shoulder length or longer hair is to be tied back to help restrict the spread of nits and lice and for student safety. Tying back hair is required in some subjects for safety reasons.

School uniform hats must be worn outside Terms 1 and 4. As we are a secondary school, we expect students to take responsibility for being SunSmart by wearing a school hat during outdoor activities, staying in the shade if possible and wearing sunscreen. Sunscreen is available from the Administration Office and Year Level Offices.

Hats or beanies are not to be worn inside.

Students are permitted and encouraged to wear sunglasses during outdoor activities. Sunglasses should be close-fitting, wrap-around that meet the Australian Standards 1067 and cover as much of the eye area as possible.

Guidelines

- Wearing Horsham College uniform is compulsory, but students can choose the items they wish to wear. However, tracksuit pants and sports shorts are NOT to be worn as part of the regular uniform, they are only to be worn for Physical Education or Sport.
- No particular item is compulsory except for a hat in Terms 1 and 4 and the Physical Education uniform.

- Hats to be issued to all students new to Horsham College. Replacement hats to be paid for by students.
- Physical Education uniform can be worn to school when students have Physical Education Lesson 1. The Physical Education uniform can be worn home if students have Physical Education Lesson 6. Students can remain in the Physical Education uniform over recess or lunch if they have a Physical Education class on both sides of the breaks
- Adult students returning to part-time or full-time study will not be required to wear uniform.

Purchase of uniforms

All uniform will be purchased from the College approved outlet. Substitutes will not be accepted.

Support for Families Experiencing Difficulty

Please contact a 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

Horsham College will ensure that this Student Dress Code is communicated to all families and students through the College website. We will assist students who may be experiencing difficulties complying with this policy where possible.

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, parents will be contacted. If non-compliance with the dress code becomes a continued occurrence parents will be required to attend a meeting and/or asked to collect their child from school. In this event, the school will continue to work with the student and family to support compliance.

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 in writing 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. Medical evidence such as a doctor's letter may be required in some situations.
- 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.

Free Dress Days

- Free Dress days must be approved by the Principal
- Students must wear clothing that is deemed appropriate for school. Students may be asked to change or return home at the Principal's discretion
- Students cannot wear thongs and must wear covered shoes for practical subjects such as cooking, metalwork, auto or woodwork. Suitable and safe footwear must be worn for all other classes
- Students must wear a hat when outdoors during terms 1 & 4, even on Free Dress days

Concerns About This Student Dress Code

Horsham College 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 Complaints Policy.

Students should raise concerns through their Student Representative Council. Changes to the uniform will be considered via community consultation and made with School Council approval. The Principal reserves the right to decide on a day-to-day basis what is suitable for a student to wear whilst at school.

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 such as SRC
- Included in student diary
- Discussed at staff briefings/meetings as required
- Included in transition and enrolment packs

Further Information and Resources

- SunSmart Policy
- Complaints Policy
- Student Wellbeing and Engagement Policy
- Department of Education and Training [Student Dress Code](#)
- Department of Education and Training [Student Engagement policies and guidelines](#).

Review Cycle

This policy will be reviewed in accordance with the Policy Review Schedule

APPENDIX A: Horsham College Uniform Items

Uniform

- Horsham College dress with navy upper case HORSHAM COLLEGE embroidered on the right-hand side
- Skirt
- Tracksuit with College logo on left hand side, upper case gold HORSHAM COLLEGE on the back of the jacket, HC in gold on the bottom of the right-hand pocket of the pants. Jacket not to be worn in class, but students to wear this outside for non-formal occasions or Sport. Track pants only to be worn for Sport or Physical Education
- Unisex sports shorts with gold HC on the bottom of the right-hand pocket. Only to be worn for Sport or Physical Education
- Sports shirt with Horsham College Hawks logo
- Navy unisex trousers with gold HC on the bottom of the right-hand pocket
- Unisex long navy shorts with gold HC on the bottom of the right-hand pocket
- Shorter style navy shorts with gold HC on the bottom of right cuff
- Unisex light blue short sleeved cotton shirt, open collar (no tie) with navy blue HORSHAM COLLEGE written on the pocket in upper case
- Unisex light blue short sleeved cotton shirt, with a collar specific to wear with a tie, with navy blue HORSHAM COLLEGE written on the pocket in upper case
- Dark navy woollen V-neck pullover with College logo
- Horsham College socks in crew and short. White with navy Horsham College and Navy with white Horsham College. Navy tights
- Navy Blazer with Horsham College logo on the pocket
- Horsham College hat to be worn in Terms 1 & 4 when outdoors in the sun
- Horsham College scarf
- Horsham College beanie
- Navy tie with burgundy HC embroidered on the bottom right-hand side. Cannot be worn with an open collared shirt
- Principal approved Rugby top at Year 12 only
- Plain black footwear - suitable for practical work areas
- Horsham College hoodie - only to be worn for Physical Education, Sport or on official Horsham College trips/excursions. The hoodie is not to be worn in classes other than Physical Education, Sport and associated classes such as sporting electives. Students wearing the hoodie in Physical Education and Sport classes will be at the teachers' discretion in some sporting situations. A judgement will be made as wearing items of clothing with pockets may pose as an Occupational Health and Safety (OHS) issue.
- Navy Horsham College coat with Collage logo. Must not be worn in some subjects for safety reasons at the teacher's discretion.