

# APOLLO BAY P-12 COLLEGE



## Uniform Policy



### Help for non-English speakers

If you need help to understand the information in this policy please contact Apollo Bay P-12 College.

## 1. PURPOSE

The purpose of the Uniform Policy is to outline Apollo Bay P-12 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 Apollo Bay P-12 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 Apollo Bay P-12 College's commitment to ensuring that our students feel equal and are dressed safely and appropriately for school activities.
- reduce student competition based on 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.

## 2. SCOPE

Students are expected to comply with this Uniform Policy while traveling to and from school, during school hours and when attending school activities (unless special arrangements have been made by school leadership prior to the event).

## 3. UNIFORM AND APPEARANCE

Apollo Bay P-12 College's compulsory school uniform items are as follows:

### General appearance

While at school, travelling to or from school or participating in school activities, Apollo Bay P-12 College students must comply with the following:

- Uniforms must be neat, clean and in good condition.
- 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 in a dark colour matching the school uniform.
- Any jackets, coats and scarves can be worn to and from school, however they must be removed during classes indoors.

### **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. For senior students, a few facial piercings are permitted, however jewellery should be simple small studs only.

Cosmetics may not be worn at school. Only clear nail polish is permitted.

### **Hair and Sun safety**

In our school, shoulder length or longer hair is to be tied back to help restrict the spread of nits and lice and for student safety. Shoulder length or longer hair is to be tied back for student safety and health reasons, such as Science lab time, when preparing food, when working in metal or woodwork spaces or when otherwise appropriate or directed by school staff.

In our school uniform hats must be worn outside in Term 1 and Term 4 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. In our Secondary school, we expect students to take responsibility for being sun smart by wearing a school hat during outdoor activities or staying in the shade, if they are not wearing sunscreen. Hats are not to be worn inside.

Students are permitted 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. However, the school is not responsible for any loss or damage of such items.

## **4. PURCHASE OF UNIFORMS**

A limited supply of uniform items can be purchased from the School Uniform shop at school, or parents may order it directly from the Bob Stewart website <https://www.bobstewart.com.au/> or directly from one of their stores. The school office will offer a bulk order run each term which allows a free delivery option to parent/carers periodically.

The Second Sails Opportunity shop in Apollo Bay sometimes stocks second hand uniform for purchase.

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

Please contact the Principal or Business Manager 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/>



# Student Uniform Policy

## Quick Guide

Year Level	✓ YES	✗ NO
EVERYONE	<ul style="list-style-type: none"> <li>✓ <b>Footwear</b> must be plain black (no logos permitted)- must cover the foot completely and should provide proper support</li> <li>✓ Navy blue <b>scarves</b> may be worn but must be removed for some areas of the curriculum at the direction of the teacher</li> <li>✓ Plain White, navy or blue <b>socks- no branding or logos visible when wearing footwear.</b></li> <li>✓ The College navy blue wide-brimmed or bucket <b>hat</b> with College logo- worn outside during terms 1 and 4</li> <li>✓ Plain Navy blue <b>beanies</b>- worn outside <b>ONLY</b> during terms 2 and 3</li> <li>✓ Any clothing worn for extra warmth (e.g. skivvy) must worn under uniform and be a dark colour matching the school uniform.</li> </ul>	<ul style="list-style-type: none"> <li>✗ Ugg boots, moccasins, high heels, high legged boots (above the ankle), gum boots, thongs or any footwear showing a logo or colour other than black.</li> <li>✗ Jewellery must be kept to a minimum and must be safe.</li> <li>✗ Minimal make up permitted</li> <li>✗ Hats, beanies or hoods must not be worn in class and must not bear offensive words or symbols</li> <li>✗ Peaked caps</li> <li>✗ No white socks over tights</li> <li>✗ Shoulder length and longer hair must be tied back for student safety and health reasons.</li> </ul>
PREP- 2	<ul style="list-style-type: none"> <li>✓ Green <b>polo shirt</b> (short or long sleeved) with College logo</li> <li>✓ Navy/green <b>fleecy bomber jacket</b> with College logo</li> <li>✓ Navy blue <b>school trousers, shorts, skorts</b>, or navy <b>school track suit pants</b></li> <li>✓ Navy <b>girls pants</b></li> <li>✓ <b>School dress</b> - blue and white check</li> <li>✓ Navy blue <b>tights</b> can be worn under school dress or skirt</li> </ul> <p style="color: green; margin-top: 10px;"><b><u>Physical Education &amp; Sports Uniform</u></b></p> <ul style="list-style-type: none"> <li>✓ No change of clothing required for PE</li> <li>✓ Appropriate footwear with non-marking sole</li> </ul>	<ul style="list-style-type: none"> <li>✗ Jeans</li> <li>✗ Denim jeans</li> <li>✗ Denim shorts</li> <li>✗ Denim jackets</li> </ul>
YR LEVELS 3-12	<p style="text-align: center; margin-bottom: 10px;"><b>YEAR 3 to 6 ONLY:</b></p> <ul style="list-style-type: none"> <li>✓ Green <b>polo shirt</b> (short or long sleeved) with College logo</li> <li>✓ Navy <b>fleece bomber jacket</b> with school logo or hooded navy windcheater</li> </ul> <p style="text-align: center; margin-bottom: 10px;"><b>YEAR 7 AND UP:</b></p> <ul style="list-style-type: none"> <li>✓ Navy or White <b>Polo Top</b> with College Logo</li> <li>✓ Hooded navy <b>windcheater</b> with College logo</li> <li>✓ Navy <b>V-necked wool jumper</b></li> <li>✓ School tartan <b>skirt</b></li> <li>✓ School summer <b>dress</b></li> <li>✓ Navy blue school <b>trousers or shorts</b></li> <li>✓ Navy blue <b>tights</b> can be worn under school dress or skirt</li> <li>✓ <b>College jacket</b> with College Logo (Including Approved Year 12 Jacket)</li> </ul>	<ul style="list-style-type: none"> <li>✗ Track suit pants</li> <li>✗ Jeans</li> <li>✗ Denim jeans</li> <li>✗ Denim short</li> <li>✗ Denim jackets</li> </ul>

	<p><b><u>Physical Education &amp; Sports Uniform</u></b></p> <ul style="list-style-type: none"> <li>✓ <b>College sports top</b> or presentable T-shirt or sports shirt</li> <li>✓ <b>College sports top</b> for inter-school competitive sport</li> <li>✓ Navy blue <b>shorts/skorts/trackpants/sports leggings</b></li> <li>✓ Non-marking soled runners – any colour is permissible for PE/Sport.</li> </ul> <p><b><u>Dressage Uniform</u></b></p> <ul style="list-style-type: none"> <li>✓ School Uniform with White shirt and school tie</li> </ul>	
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## 5. OUT OF UNIFORM ACTIONS

Students will be encouraged to comply with the uniform policy by

- Monitoring in Home Group
- Personal encouragement
- Students who are not in uniform must provide an explanatory note from a parent or guardian to the Home Group Teacher who will enter this on Compass.
- Students not in uniform will not be allowed to leave the school grounds or attend excursions unless explicitly stated on the excursion form.
- Students who repeatedly fail to comply with the uniform policy will attract disciplinary action.

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 Uniform 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 their nominee 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.

## 5. CONCERNS ABOUT UNIFORM POLICY

Apollo Bay P-12 College welcomes feedback from the school community in relation to this Uniform Policy. If you have a concern or complaint about the Apollo Bay P-12 Uniform

Policy, further information about raising a concern or complaint is available in our school's [Complaint Policy](#).

## 6. 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 transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

## 7. FURTHER INFORMATION AND RESOURCES

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

This Policy will be reviewed as part of the College's Annual review Cycle.

Policy last reviewed	August 2022
Consultation	August 2022
Approved by	Principal
Next scheduled review date	August 2026



Brian Humphries  
**Principal**



Dan Holthouse  
**College Council President**