



Help for non-English speakers

If you need help to understand the information in this policy please contact Truganina College on 93689800.

This policy reflects the DET *School Policy Advisory Guide* including school community consultation.

PURPOSE

The purpose of the Dress Code Policy is to outline Truganina College's requirements for student dress and appearance and to provide information about uniform purchase and support, dress code implementation and exemption processes. The policy also outlines expectations for staff in adhering to Department guidelines and modelling appropriate dress for students.

This dress code has been developed by Truganina College's School Council in close consultation with our College 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 Example School'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

This policy applies to all students and their families. 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 Truganina College's compulsory school uniform items are available at Appendix A to this policy.

General appearance

While at school, travelling to or from school or participating in school activities, Truganina 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

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- additional layers of clothing may be worn underneath the uniform for added warmth, provided these undergarments are a neutral colour, with no hoods.

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.

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

Hair Styles/Colours:

Extreme hair colours (eg: green, pink or purple rinses or dyes) and/or extreme hairstyles (eg: spikes or mohawks) are not permitted. It is expected that shoulder length or longer (worn by all students of any gender), for safety and health reasons, is tied back using school colours (Navy/White).

Sun safety

School uniform hats must be worn outside during Term 1 and Term 4 of the school year. School uniform hats may also be worn outside of this time period, by parent or student choice.

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.

PURCHASE OF UNIFORMS

Uniform items can be purchased directly from Noone Image wear.

Noone Image wear: 54 Old Geelong Rd, Hoppers Crossing VIC 3029 or via <https://www.noone.com.au/>

Support for families experiencing difficulty

Please contact Truganina College administration 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/>

Truganina College also has limited uniform available to families to borrow upon request.

IMPLEMENTATION

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

Guidelines

The following school guidelines apply:

1. Students are expected to wear our school uniform in school colours, as specified;
2. The uniform should be comfortable and facilitate free movement;
3. Details of the official supplier for school uniform and school bag can be obtained from the front office, the school website or school newsletter;
4. Second-hand uniforms are available from the school, please see office staff. Parents may donate uniform items in good condition for re-sale;

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5. Parents may purchase clothing items that are not required to have the school logo from elsewhere (such as shorts and tracksuit pants), so long as the alternative item is identical to the school provided garments;
6. Parents of new students to our school are made aware of our uniform policy;
7. All clothing should be labelled with the student's name to facilitate prompt return of lost items. Any unlabelled items of clothing will be put in the lost property box. Unclaimed items will be removed at the end of each term;
8. A special top will be reserved for use by Year 6 students;
9. If the School Council makes a change to the dress code, students can continue to wear old uniform items for up to two years after the change. (Date of changeover needs to be publicised.)

Camps and Casual Dress Days

1. On camps, excursions or non-uniform days, students will observe SunSmart policy requirements for wearing appropriate SunSmart head wear and clothing outside during SunSmart periods;
2. T-shirts and other clothing featuring offensive language or graphics will not be worn at school or on camps;
3. Singlets and tank tops are not to be worn at any time;
4. For safety reasons, thongs, open toed shoes, slip on shoes or heeled shoes are not to be worn on camps or excursions.

Students wearing non-compliant uniform items may be asked to change into a compliant item of clothing provided by the College.

If a student is out of school uniform or otherwise breaches the Student Dress Code on a recurring basis, a note will be provided to the student and parents by the classroom teacher. If non-compliance with the dress code becomes a continued occurrence, the Principal or delegate will be informed and a phone call home may be required. In this event, the school will continue to work with the student and family to support compliance.

Measures taken by Truganina College to address concerns about student non-compliance with the Student Dress Code will also be addressed in accordance with our Student Wellbeing and Engagement Policy and differentiated according to age and stage. Non-compliance with the Student Dress Code will be managed as per the disciplinary measures outlined in the Truganina College Student Wellbeing and Engagement Policy and may include:

- Restorative approach (e.g. working with the family to make improvements)
- Withdrawal of privileges
- Unable to attend specific class activities (such as assemblies, incursions and excursions) for a specified period. Where appropriate, parents/carers will be informed of such consequences
- Detention

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 either in writing or in person 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

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- 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.

Further information surrounding Dress Code Exemptions can be found at the following at:

<https://www.education.vic.gov.au/school/principals/spag/management/Pages/exemptions.aspx>

CONCERNS ABOUT THIS STUDENT DRESS CODE

Truganina 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*, available on our Truganina College website.

STAFF DRESS CODE

Ministerial Order 1038 – Teaching Service (Employment Conditions, Salaries, Allowances, Selection and Conduct) applies to all school based staff members employed by the Department (including principals, assistant principals, teachers, education support staff and paraprofessionals) and requires that:

"Whilst on duty, an employee's dress and appearance should be neat, clean and appropriate to the employee's duties." (Clause 11.1.3)

At Truganina College we expect that staff model the same requirements of students by wearing:

- smart casual professional attire (no denim)
- items of clothing that cover the shoulders
- appropriate length shorts and skirts
- appropriate footwear for the duties they are performing
- sunsmart hats while outside in Term 1 and Term 4.

FURTHER INFORMATION AND RESOURCES

- Truganina College Complaints Policy
- Truganina College 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 Student Dress Code is scheduled for review annually.

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APPENDIX A: TRUGANINA COLLEGE UNIFORM ITEMS

Prep-6

The following items may be worn all year round unless indicated:

Shoes

Black leather school shoes or black runners

Bootleg Pants

Navy (full elastic waist)

Windcheater

Navy with school logo

Skort

Navy

Polar Fleece Jacket

Navy with school logo

Socks or Tights/Stockings

White socks

Navy blue tights/stockings

Shirt Short Sleeve

Blue with school logo

Footwear

Appropriate footwear is to be worn. Black leather school shoes or black runners.

Shirt Long Sleeve

Blue with school logo

Thick Rain Jacket

Navy blue with school logo

Polo Top Short Sleeve

Pale Blue with school logo

Thin Rain Jacket

Navy with school logo

Polo Top Long Sleeve

Pale Blue with school logo

Shorts

Navy (full elastic waist)

School Bucket Hat

Navy with logo

Trousers

Navy (full elastic waist)

Headwear

Navy blue, or white head bands, hair ribbons, "scrunchies" or headwear worn as part of cultural/religious beliefs. Elastic Bands used to tie up hair may be worn in any colour.

Tunic (to be worn terms 2 and 3)

Navy patterned

Shoes

Black leather school shoes or black runners

SunSmart Hats – to be worn during Term 1 and Term 4

Navy bucket hat with Truganina College logo or without decoration or brand name.

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Year 7-9

Blazer

Navy with Royal/Orange/White piping on coat edge and school logo

Pullover

Royal with school logo

Summer Dress (to be worn terms 1 and 4)

Blue/White stripe

Shirt Short Sleeve

Blue with school logo

Shirt Long Sleeve

Blue with school logo

Winter Skirt (to be worn terms 2 and 3)

Navy patterned

Shorts

Grey

Trousers

Grey

School Bucket Hat

Navy with school logo

Shoes

Black leather school shoes

Year 7-9 Sport Sports Uniform

Rugby Top

Royal/Orange/White rugby with school logo

Sports Polo Top

Royal/Orange with school logo

Sports Tracksuit Pants

Navy with school logo

Sports Shorts

Navy

Shoes

Running shoes (black preferred)

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