

# Trafalgar Primary School

## Student Dress Code & Uniform Policy

Dec 2024



### Help for non-English speakers



If you need help to understand the information in this Policy please contact us on (03) 5633 1566. We will arrange an interpreter for you via the National Translating and Interpreting Service, available by calling 131450.

### PURPOSE

The purpose of the Student Dress Code Policy is to outline Trafalgar Primary School's requirements for student dress and appearance and to provide information about uniform purchase and support, dress code implementation and exemption processes.

This Student Dress Code Policy has been developed by Trafalgar Primary School'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 Policy (Policy) aims to:

- Foster a sense of community and belonging and encourages students to develop pride in their appearance;
- Support Trafalgar Primary 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; and,
- Assist students to observe our School values of Be Safe, Be Respectful and Be a Learner.

### SCOPE

Students are expected to comply with this Policy while wearing School uniform. This includes:

- During School hours;
- When attending School activities;
- Before and after School hours (if they are still in uniform at those times); and,
- Any other time they are wearing uniform or otherwise representing the School.

## UNIFORM AND APPEARANCE

The full list of Trafalgar Primary School's compulsory School uniform items is listed within Appendix A of this Policy.

### General appearance

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

- Uniforms must be clean and in good repair;
- Uniforms should be clearly marked with the owner's name;
- Studs, sleepers and watches are the only acceptable form of jewellery. Smart watches must comply with the School's Mobile Phone Policy; and,
- Any makeup or nail polish must be worn in natural/neutral tones.

NB: Additional layers of clothing may be worn underneath the uniform for added warmth, provided these items are worn in accordance with items listed within Appendix A.

### Health and Safety

Parents are encouraged to understand their child's daily curriculum to ensure they are appropriately dressed to safely participate in all learning activities (i.e., sports programs etc.).

Students are encouraged to tie shoulder length or longer hair back. Students who wear braids or locs may wear them loose, except when participating in curriculum activities where hair should be tied back for safety purposes (i.e., sports programs, art classes etc.).

Jewellery, nails, hair accessories, and similar items that interfere with a student's ability to safely engage with all School activities, are not permitted.

The School Uniform Hat must be worn outside for all days in Terms 1 and 4, as well as any other day prescribed by the School where the UV Index is predicted to be 3 or above. Hats may also be worn outside of this period by parent or student choice and can be left at School during School terms for convenience. Hats are not to be worn inside.

For further information on the UV Index component, please refer to the School's SunSmart Policy.

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 from the School, either brand new or second hand. Please contact the School's nominated point of sale for uniform, for further information.

The School Council has considered affordability in the development of this dress code. If you are facing difficulty meeting uniform costs, the [Help with School costs and fees](#) page provides advice on support offered by the Victorian Government. If your child is starting Foundation or Year 7 and meets the criteria to receive support via the [Camps, Sports and Excursions Fund](#), you may be eligible to access the Affordable School Uniform (ASU) program.

Please contact the School office to discuss support that we may be able to provide.

## IMPLEMENTATION & COMMUNICATION

Trafalgar Primary School will ensure that this Policy will be communicated to the School community in the following ways:

- Publishing on the School's website and newsletter;
- Reminders via the School management system (where appropriate);
- 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; and,
- Providing hard copies upon request, from the School administration.

If a student is out of School uniform or otherwise breaches the Student Dress Code on a recurring basis, parents and carers will be notified. If non-compliance with the dress code becomes a continued occurrence, a meeting with the student's parents or carers will be scheduled with the Principal, to support ongoing compliance to the Policy.

We will assist students who may be experiencing difficulties complying with this Policy wherever possible.

## EXEMPTIONS TO STUDENT DRESS CODE

We acknowledge that there might be instances where the enforcement of this dress code could impact students differently.

Students and their parents or carers may apply, in writing, to the Principal for an exemption to this Policy, 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; or,
- The student or their parents/carers can demonstrate particular financial 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; and,
- Encourage the student and/or their parents/carers to support their application with evidence.

The Principal or their 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.

## CONCERNS ABOUT THIS STUDENT DRESS CODE

Trafalgar Primary School welcomes feedback from the School community in relation to this Policy. If you have a concern or complaint about the Policy, further information about raising a concern or complaint is available in our School's Parent Complaint Policy.

## FURTHER INFORMATION AND RESOURCES

Policies which relate to the Student Dress Code Policy, include:

- Trafalgar Primary School SunSmart Policy
- Trafalgar Primary School Parent Complaint Policy
- Trafalgar Primary School Student Wellbeing and Engagement Policy
- Trafalgar Primary School Mobile Phone Policy
- Department of Education and Training [Student Dress Code](#)
- Department of Education and Training [Student Engagement policies and guidelines](#).

## POLICY REVIEW AND APPROVAL

Policy last reviewed	Aug 2017	by Policy Subcommittee
Consultation	15 Oct - 20 Nov 2024 27 Nov 2024	Policy Subcommittee review & amendments School Council review & feedback
Approved	11 Dec 2024	by School Council
Effective Date	13 Dec 2024	via School Website & Newsletter, ready for 2025
Next scheduled review date	13 Dec 2027	by School Council and/or Policy Subcommittee

NOTE: The Department's Student Dress Code Policy requires School Councils to decide annually whether or not amendments or a full review of the Dress Code Policy is required.

## APPENDIX A: TRAFALGAR PRIMARY SCHOOL UNIFORM ITEMS

### DAILY UNIFORM

**Uniform items supplied by, and for purchase from, the School's nominated point of sale only:**

- School uniform hat
- School polo shirt with logo
- Red hooded jumper with logo
- Red zip up jacket with logo
- Wet weather jacket with logo
- Commemorative senior jumper and/or top with logo (Grade 6 students only, special order)

**Uniform items available for purchase from any supplier:**

Uniform Item	Colour	Comment
Skivvy	Red or White	To be worn underneath School Polo shirt only
Shorts Skirts Skorts	Black	No visible trim, stripes or logos Length must exceed the length of the school polo
Pants	Black	No visible trim, stripes or logos
Activewear: ● Leggings ● Shorts	Black	No visible trim, stripes or logos Length must exceed the length of the school polo
Dress	Red and White Check	With white collar and cuff Knee length
Socks	White or Black	No visible trim, stripes or logos
Stockings	White or Black	School tights, plain style with no patterns or embellishments
Shoes	All Black	School shoes or runners (either lace up, pull on, buckles, Velcro or T-bar styles) Shoes should be sturdy and fit well Closed toe styles only

## EXTERNAL SCHOOL SPORTS UNIFORM

- School sports shirt - supplied by the School when students are representing the School
- Black shorts – as detailed in Daily Uniform (above)
- Activewear - as detailed in Daily Uniform (above)
- Black netball skirt

Please note: the External School Sports Uniform is to be worn when students are representing the School at events held offsite. For programmed sports curriculum at the School, the Daily Uniform is to be worn.

## DESIGNATED DRESS DAYS

Students can choose to wear casual clothing and accessories for specific causes and celebration purposes - e.g. Genes for Jeans Day, Daffodil Day, Colour Run, Pyjama Party, 100 Days of School, etc.

This includes the option to wear house colours for clothing and accessories for sporting and house events - e.g. School sports and swimming competitions, clean up Australia Day, etc. Balfour house is blue, Davey house is green, McGregor house is purple, and Uralla house is yellow.

Instructions and guidelines will be sent to families for each of these events as appropriate.

Students are expected to dress in accordance with this policy even when attending such designated days. Casual wear must be of an appropriate design for a school environment (e.g. Sun Smart clothing choices, no inappropriate/offensive images or slogans, appropriate sturdy footwear) as depicted in this policy.