	TITLE	<b>UNIFORM &amp; STUDENT DRESS CODE</b>		
	VERSION/YEAR	9/2022		
	PUBLISHED LOCATIONS	COMPASS, WEBSITE, STAFF HANDBOOK, ENROLMENT PACK		
	ISSUE DATE	2022/FEBRUARY		
	REVIEW DATE	2022/JUNE		
	BERWICK COLLEGE POLICY	REVIEWED BY	ASSISTANT PRINCIPAL	RATIFIED BY
PURPOSE:	<ul style="list-style-type: none"> <li>To ensure that Berwick College policies and procedures accurately reflect the College operations, directions, educational philosophy and goals and meet all legislative, compliance and duty of care requirements.</li> <li>To provide policy and procedure direction to all staff, students, parents and volunteers of Berwick College.</li> </ul>			
BACKGROUND:	<ul style="list-style-type: none"> <li>Berwick College seeks to establish and maintain a high level of professional standards in relation to all activities within the College. This policy is in accord with the College's 'Mission Statement', 'Values' and 'Service Standards'.</li> </ul>			
RELATED DOCUMENTS:	<ul style="list-style-type: none"> <li><a href="#">DET Student Dress Code</a></li> </ul>			

#### RATIONALE:

A uniform policy and student dress code is a requirement of the community to address the issues of health and safety, equality and identification and to minimise expense and competition. The College believes a uniform policy and student dress code should enhance the students' pride both in their appearance and in the College as well as reinforcing a sense of community.

#### AIMS:

- To promote a sense of equality in appearance
- To make Berwick College students distinguishable from youths who are not enrolled at the College. Students need to be readily identifiable both on and outside the College grounds.
- To minimise competition in terms of student dress and fashion.
- To provide a uniform which is hardwearing, comfortable and affordable
- To provide a uniform which engenders a sense of pride and belonging amongst the students
- To provide a uniform that complies with current occupational health and safety guidelines

#### IMPLEMENTATION:

- Berwick College Council through the policy and planning subcommittee has developed a student dress code (*Appendix A*) which meets the aims of this policy.
- After consultation with all stake holders of the College community, the policy and planning committee will recommend revisions to the uniform policy and student dress code to the College Council.
- The dress code applies during school hours, travelling to and from school and when on school excursions (unless casual dress is more appropriate for an excursion).
- Summer and winter uniform, as well as a physical education and sport uniform will be prescribed and required to be worn. Basketball and Dance Academy students have specific and additional uniform items that are included in the program fees.
- The uniform policy and student dress code will be published in the Berwick College Staff handbook, Junior School Handbook, Senior School Information Handbook, the ICARE Book and website.
- The College Principal, staff members and parents will be responsible for the implementation of the uniform policy and student dress code in a manner consistent with the College's 'Student Code of Conduct'.

- An expectation of the College is that parents ensure that their children respect and abide by the uniform policy of the College. All students must wear the appropriate full uniform with pride and are expected to keep their appearance neat and tidy, especially while wearing the college uniform.
- Parents seeking exemptions to the uniform policy and student dress code due to religious beliefs, ethnic or cultural background, student disability, gender, health condition or economic hardship must apply in writing to the College Principal.
- There is a series of graduated consequences for those students who choose not to adhere to the uniform requirements. These consequences range from communicating with parents, lunchtime detention, after school detention to a full day external suspension. The College may send home any student who is out of uniform (as appropriate).
- Where a student is out of uniform they must have a letter from a parent or home group teacher, and carry that letter with them.
- Students who do not have a letter may be given appropriate consequences e.g. after school detention.
- Where economic hardship prevents a family from complying with the student dress code, the College will look to support the family through State School's Relief.

#### **UNIFORM SUPPLY ARRANGEMENTS:**

Berwick College Council is responsible for approving the arrangements for the supply of school uniform items. Berwick College has a standard written agreement with Noone Imagewear who is the appointed Uniform Supplier and Retailer (*Appendix B*).

A complimentary blazer is provided to each elected College Captain.

#### **SECOND HAND UNIFORM:**

Berwick College is mindful of the cost of education and of improving levels of recycling and reuse within the school. The College subscribes to the Sustainable School Shop <https://www.berwickcollege.vic.edu.au/services-2/uniform-shop/> which assists parents and students with buying and selling all their good quality second-hand uniform to other parents within the school.

#### **EVALUATION:**

- This policy will be reviewed every three years.



## BERWICK COLLEGE UNIFORM & STUDENT DRESS CODE

The uniform should be worn correctly, neatly and in clean condition. All students from years 7 to 12 are expected to wear full school uniform from the time they leave home to the time they return home.

Due to safety issues, staff must be able to recognise Berwick College students.

To reinforce College policy, parents who wish to enrol children at Berwick College are required to give an undertaking to abide by the school uniform policy (Student Enrolment Information – Permission Return Slip)

All students out of uniform should have a note from their parent/guardian and report to their home group teacher before school commences. Referral is made to the Student Learning Leader for major uniform breaches.

ITEM	Boys – Academic uniform	Girls – Academic uniform
SCHOOL JUMPER	Pullover or Vest with Berwick College logo Royal blue: Year 7, Year 8 & Year 9 Navy blue: Year 10, Year 11 & Year 12	Pullover or Vest with Berwick College logo Royal blue: Year 7, Year 8 & Year 9 Navy blue: Year 10, Year 11 & Year 12
SHORTS	Grey Melange shorts with Berwick College logo	Navy shorts (must be purchased from Noone) with Berwick College logo
DRESS		Berwick College Summer Dress ( <b>knee length</b> )
SHIRT	White Short Sleeve Shirt with Berwick College logo OR White Long Sleeve Shirt with Berwick College logo	Long Sleeve White Opaque Blouse with Berwick College logo which can be worn with the skirt. White Short Sleeve Shirt with Berwick College logo which can be worn with the shorts.
SKIRT		Berwick College Winter Skirt ( <b>knee length</b> )
TROUSERS/SLACKS	Grey Melange Trousers with Berwick College logo	Navy Slacks with Berwick College logo
TIE	Tie with Berwick College logo Not compulsory but recommended	Tie with Berwick College logo Not compulsory but recommended
SOCKS / TIGHTS	Plain (no logo) short grey socks (above ankle)	Plain (no logo) short white socks (above ankle) with the summer dress Navy Tights or short plain navy socks (above ankle) with winter skirt Note: Tights or navy socks are NOT to be worn with the summer dress
BLAZER	Blazer with braid and Berwick College logo Not compulsory, but highly recommended	Blazer with braid and Berwick College logo Not compulsory, but highly recommended
JACKET	Navy / White / Royal Jacket with Berwick College logo	Navy / White / Royal Jacket with Berwick College logo
SHOES	Traditional black hard leather 'oxford style' round toe school shoe, black laces. No other style of footwear is acceptable. 	Traditional black hard leather 'oxford style' round toe school shoe, black laces OR buckle style. No other style of footwear is acceptable. 
<b>NB: In technology classes strong leather shoes are required to protect feet from falling objects</b>		
	<b>Boys – Sports Uniform</b>	<b>Girls – Sports Uniform</b>
TOP – Sports	Navy / White / Royal Sports Polo with Berwick College logo	Navy / White / Royal Sports Polo with Berwick College logo
SHORTS - Sports	Navy Sports Shorts with Berwick College logo	Navy Sports Shorts with Berwick College logo
FOOTWEAR	Appropriate sports footwear e.g. runners (not skate shoes)	Appropriate sports footwear e.g. runners (not skate shoes)
TRACK PANTS	Navy track pants with zip leg and pocket	Navy track pants with zip leg and pocket
	<b>Accessories/Appearance</b>	

SPORT HAT	Hat or cap for sun protection	Hat or cap for sun protection
NAVY SCARF		
		NAVY HIJAB
SCHOOL BAG	Navy school bag with Berwick College logo No other bag allowed – Compulsory	Navy school bag with Berwick College logo No other bag allowed– Compulsory
PERMISSIBLE JEWELLERY	All allowable jewellery is worn at the owner's risk. Students are permitted to wear: one watch, one plain bracelet (removable), one plain finger ring (removable), one neck chain (worn under clothing), two plain ear studs or sleepers per ear. One piece of <u>discreet</u> facial jewellery, as defined by the Principal class of the college, such as eyebrow studs, nose ring, chin studs, nose studs. <b>Note:</b> Septum bars and ear spacers are not permitted. Jewellery that does not comply with the above or is considered a health and safety risk will be required to be removed, e.g. large rings, jewellery with spikes.	
PERMISSIBLE MAKE UP/HAIR COLOUR.	Natural coloured cosmetics only. Excessive make-up is not permitted. Only natural hair colour tones are acceptable.	
TATTOOS	All tattoos must be covered by an item of school clothing and must not be visible.	

## Appendix B

# BERWICK COLLEGE UNIFORM

is available from:

## Noone Imagewear

We work closely with Australian manufacturers to ensure the highest quality and performance standards are met in the manufacture of all our school wear garments

### Shop 4

#### Beaconsfield Hub

52-62 Old Princes Highway

BEACONSFIELD 3807

Telephone: 9769 9093

Fax: 9769 5345

Email: [beaconsfield@noone.com.au](mailto:beaconsfield@noone.com.au)

TRADING HOURS: Monday to Friday 9am – 5pm

Saturday 9am – 1pm



### CREDIT CARDS & EFTPOS

All major cards accepted and in-store EFTPOS facilities available

Melway Ref: 111-J12

\* All prices GST inclusive and are subject to change without prior notice