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POLICY AND PROCEDURE

Student Dress Code

Effective: 16 August 2019

Version: 3

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1 POLICY

Wearing the college uniform plays an important part in establishing a positive community identity and contributes to the creation of an appropriate work ethic. Acceptance of enrolment at Joseph Banks Secondary College assumes an agreement between the parent/guardian and the enrolling student that the student will dress in accordance with the College's Student Dress Code at all times. Every student is expected to comply with the Student Dress Code in the same way that they are expected to comply with the rules relating to classroom behaviour, absences and so on.

The college uniform has been developed in consultation with the College Board and other members of the college community, including parents, students and school representatives.

The College's colours are black, white, orange and teal. The uniform carries the school logo so that students are clearly identified as Joseph Banks Secondary College students. Uniforms can only be purchased from the Uniform Shop. All clothing is to be in a good state of repair, clean and neat.

Students must wear the formal uniform.

2 UNIFORM

2.1 SUMMER UNIFORM

- For boys the formal uniform is the college white shirt with school logo and the college black shorts with school logo. Shirts must be tucked in at all times.
- Girls have the option of wearing the college white blouse with the school logo and the college black and teal check skirt, college black shorts or college dress.
- Socks must be black or white.
- Shoes must be completely black, including logos and soles. Soles should be appropriate for school.

2.2 WINTER UNIFORM

These items are additional or in place of items in the summer uniform.

- Girls and boys may wear the college jumper or the formal black college jacket with the formal uniform.
- Girls may wear plain black college trousers with the school logo for winter wear or plain black leggings instead of socks during the cooler months. The college skirt must be worn over the black leggings.
- Boys may wear plain black college trousers with the school logo for winter wear.

2.3 SPORTS UNIFORM

Compulsory wear in Physical Education and for Sporting events.

- Teal and black sports polo with logo.
- Sports shorts with logo.

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- Students may change shoes for sport, and the sport shoe can be any colour.

2.4 OPTIONAL ITEMS

- The school bag is optional. Students may have any colour bag, but girls must not use a handbag as a school bag.
- Ties are available for both boys and girls; they add to the uniform for formal occasions.
- Sports track pants with logo (for Physical Education and Sporting events only).
- The Sports jacket with logo (for Physical Education and Sporting events only).
- Plain black rain or wind jacket may be worn to and from school only.
- Hats are not compulsory but are available for purchase.

3 GENERAL APPEARANCE

Students should negotiate with parents whether or not they can wear makeup. Discrete makeup will not be questioned. Any student wearing heavy makeup will be asked to remove it. Jewellery should be minimal. Long chains and hoops should not be worn to school as these pose as safety risk in many learning areas such as Technologies, Science and Physical Education. Long hair that is not tied back may also be a safety risk in these subjects. Students will be instructed to tie back loose hair in unsafe situations.

4 PROCEDURE

4.1 CLASSROOM TEACHER UNIFORM CHECK

Creating the environment for Learning:

- As part of our non-negotiables, students line up at the door and a uniform check is completed.
- Positive encouragement for those doing the right thing.
- Students not in uniform are asked to remove non uniform clothing. Action logged on SEQTA.
- Students who are completely out of uniform are asked to report to the Learning Community office.

4.2 DRESS CODE BREACH

4.2.1 Non Uniform item of clothing

- Student is given a choice to remove non uniform clothing item. If student complies, no further action required from the classroom teacher.
- If student refuses to comply, take up time is given to student. After take up time and use of choice, teacher seeks support from Leading Teacher/2iC.
- Item is then confiscated for the remainder of the day. A loan item is offered to the student if available.

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- Staff member to follow the Positive Behaviour Plan in responding to a student's refusal to comply with the uniform policy.
- Parent contact made by staff member regarding breach and failure to comply with the Uniform Policy. (Entered on SEQTA as action and response.)
- Appropriate consequence put in place by the classroom teacher (Payback.)

4.2.2 Completely Out of Uniform

- Student is sent to the Learning Community Office.
- Students who are completely out of uniform will be provided with a loan uniform, if available, to change into for the day.
- For students who are in the wrong shorts, or who are not wearing the college skirt, a loan item will be provided if available.
- If no loan uniform is available, parents will be contacted to either bring the correct uniform to the college for their child to change into, or alternatively, seek permission for the student to walk home to get changed.
- In cases where the student is unable to change into correct uniform they will be isolated in the community office at recess and lunch for the day. If ongoing, the student will be sent home and a Case Conference arranged.
- Appropriate consequence put in place by the classroom teacher (Payback.)

4.3 REPEATED BREACH OF DRESS CODE

- Leading Teacher sends letter home (Entered on SEQTA as action and response.)
- Case Conference (Parent, Leading Teacher, Associate Principal.)
- Loss of Good Standing Applies.

4.4 LOAN UNIFORM

4.4.1 Borrowing of Loan Uniform Item

1. Student borrows loan item from the Community Office and completes the Loan Uniform Register with full name, signature and date on sheet included in bag provided. Staff signs 'Item sign out' to verify student name.
2. Swap item **MUST** be placed in the bag provided for storage in the Community Office.

4.4.2 Return of Loan Item – at the end of the day

1. Student takes swap item and changes out of borrowed item.
2. Staff member checks item for damage and signs the return section of the sheet. Student signs form.
3. Returned item is placed in nominated bag with sheet and placed in box to be washed.
4. Parents may incur a cost for lost items.

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5 RELATED DOCUMENTS

Category	Document title
Related Department Policies	Enrolment in public school's policy
	Enrolment in public schools procedures
JBSC Related Policies	Student Dress Code Policy
	Good Standing Policy

6 CONTACT INFORMATION

Title	Contact
Policy Owner	Eleanor Hughes Foundation Principal 9303 7400

7 HISTORY OF CHANGES

Effective date	Last updated	Policy Version	Notes
1/06/2016	1/06/2016	1	First Version
27/02/2019	27/02/2019	2	Second Version
16/08/2019	16/08/2019	3	Third Version – Procedure

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