



PLAYFORD INTERNATIONAL COLLEGE

Student School Dress Code Guidelines 2020

SUMMARY

At Playford International College, our school dress code identifies us as belonging to our community and reflects community standards and expectations that have been developed in consultation with stakeholders and approved by Playford International College's school board.

In developing this policy, we have taken into account the diverse nature of our community ensuring that no members are disadvantaged (economic, personal, social and cultural factors).

Staff mission statement:

In partnership with our families and the broader community, we will support every student to develop and use skills, knowledge and competencies as productive, confident and community minded global citizens.

Publication Date	13 May 2020
Review Date	Term 2 2022 (to be implemented in 2023)
Related Legislation/Applicable Section of Legislation	Disability Discrimination Act 1992 Education Regulations (SA) 2012 (regulation 86) Equal Opportunity Act 1984 Racial Discrimination Act 1975 Sex Discrimination Act 1984 Work Health and Safety Act 2012
Related Policies, Procedures, Guidelines, Standards, Frameworks	SA Equal Opportunity Commission – equal opportunity and you (religious appearance or dress) (PDF 2.8MB) Children and students with disability policy Attendance policy Gender diverse and intersex children and young people support procedure (PDF, 191.5 KB) Supporting gender diverse, intersex and sexually diverse children and young people policy (PDF, 231.1 KB)
Replaces	Student Uniform Policy Guidelines 2017
Policy Officer (Name/Position)	Kerry Williams, Deputy Principal
Applies to	Staff, students and guardians/caregivers
Key Words	Uniform, Uniform Committee, School Board, non-compliance, every day uniform, exemptions, Casual Days, uniform compliance
Status	Approved
Approved by	Exec / School Board
Approval Date	May 2020
Version	3.0



1. Title

Student Dress Code Guidelines 2020

2. Purpose

At Playford International College we are committed to creating the best learning environment and developing a sense of pride in our students.

It is an expectation that all students enrolled at Playford International College will wear the full school uniform in an appropriate manner.

We believe that a school uniform assists students to:

- have a sense of pride in presenting a positive image when representing the school
- experience a reduction in bullying and creates a sense of belonging
- be readily identifiable from outsiders who enter the school grounds and promotes safety and security.

3. Legalities

In line with regulation 86 of the Education Regulations 2012, a school council may determine a dress code for the school:

- following any administrative instructions issued by the Minister as described above
- after consulting with parents and students of the school, following any administrative instructions issued by the Minister as described above, and considering parent and student views.

The Minister has delegated the power to issue administrative instructions, under regulation 86, in relation to dress codes to the Chief Executive.

Where a school has a governing council, they can determine a dress code for the school in accordance with this procedure.

4. Scope

This guideline applies to all Playford International College students, staff members and guardians/caregivers.

5. Guideline Details

As determined by the School Board, Playford International College is a **full** uniform school.

5.1. Student Dress Code:

- School colours: black, royal blue, white and maroon.
- A student dress code guide is available and will be published:
 - In appropriate school publications
 - On the school's website - <https://playford.sa.edu.au/parents/uniform/>
 - In a brochure

5.2. Wearing school uniform:

- All items can be worn all year round
- Items must be worn in the manner intended
- Uniform must be clean and in good repair (5.6)
- It is encouraged that uniforms are labelled with the student's name to aid recovery if items are lost
- The uniform is to be worn during school hours and when engaged in school activities out of normal hours of operation, unless directed by a member of staff



EVERYDAY UNIFORM

The everyday uniform can be purchased from Student Services.

School Polo Short Sleeve & Long Sleeve	Black with Blue swish with school logo (Note: School colour long sleeve shirts (no hoods) are allowed under a polo top if the student has - 1. A legitimate reason (Medical or cultural) 2. Approval from an Executive Team member 3. Has placed an order for a long sleeve polo top through the Uniform Shop
Long pants/ Shorts (Black)	To be purchased from external suppliers No logos visible except for Playford International College No shorter than 10 cm above the knee in length (mid thigh) In good condition; no rips, tears or faded material. (Appropriate for a school or workplace)
School Jacket (zipped)	Black with blue collar and school logo
Dress	Playford International College design with logo No shorter than 10cm from floor while kneeling
Tights	Black opaque style (No patterns)
School Hoodie	Black with Playford colours and logo

NOTE

Accessories / Jewellery	Any item that detracts from the school uniform is not appropriate for school which is at the discretion of the Leadership team An earring larger than 3 cm in diameter, dangling from the ear is not appropriate
Footwear	Other than a fully enclosed shoe, footwear must be secured with a strap at the back of the shoe Any footwear which does not enclose the upper part of the foot may not be worn in practical areas (Tech Studies, Science, Art, HPE and Home Ec) (WH&S) High heels, platform, ugg boots and thongs are not appropriate footwear
Scarf	Plain black, royal blue, white or maroon scarf may be worn (To be purchased from external supplier)
Hats	Hats are encouraged when outside (Sun protection) Hats must be removed inside buildings
Makeup	Makeup is to be appropriate for school and/or the workplace

Note: Some items may need to be pre-ordered



SPORTING TEAMS UNIFORM

At sporting events, the sports uniform is to be worn as directed by HPE faculty. The loaning of uniform and coordination will be managed by the HPE faculty.

YEAR 12 UNIFORM

The Year 12 jacket and polo top can be purchased from the Uniform Shop.

Through a process determined by the Executive Director of the Senior School, the student body will recommend a design.

Names are to be screen printed on the back of the jacket and polo top.

The Executive Director of the Senior School will provide final approval.

Jacket	Varsity Bomber Jacket (school colours)
Polo	Black with Black swish with school logo and 'senior' underneath the logo

GROUP/PROGRAM

Group or program uniforms can only be worn on the days students are participating in the group or program. (This includes, but is not exclusive to: VET, Pedal Prix, STEM and SASSTA)

The design of the uniform must complement the everyday uniform and incorporate the school colours.

It must be designed in consultation with the Uniform Shop and/or suppliers.

All designs must have approval (See PIC's approval process).

Special group/program uniforms are to be managed by the leader or manager of the area.

MUSIC PERFORMANCE AND STUDENT LEADERSHIP UNIFORMS

The music performance uniform is required for all Special Interest Music Centre (SIMC) students at most public performances across the year. Student Leaders also attend high profile events throughout the year and will need to wear the Student Leadership uniform on such occasions. Playford International College (PIC) SIMC will ensure that the following items are available to be loaned at the beginning of every school year;

- Uniform (Option 1) – School Blazer
- Uniform (Option 2) – School Blazer, School Business Shirt, School Tie

The following items are also required as part of the uniform but need to be organised and purchased by the student and family.

- Uniform (Option 1) – School dress, black stockings, black closed dress shoes
- Uniform (Option 2 *SIMC*) – Dark navy blue pants (same colour as blazer), black socks, black closed dress shoes
- Uniform (Option 2 *Student Leader*) – Black pants (same colour as blazer), black socks, black closed dress shoes



5.3. Changes to school uniform:

- Requests to change the Student Uniform Policy and Guidelines:
 - **Staff or parents/caregivers** - Requests can be made in writing to the Principal or Deputy Principal which will be forwarded to the Uniform Committee.
 - **Students** – Requests can be made in writing to Student Leadership which will be forwarded to the Uniform Committee.
- The Uniform Committee will advise the School Board of its deliberations following a request to change the Student Uniform Policy and Guidelines.
- If the School Board is satisfied with the advice of the Uniform Committee, it will make a decision on the request.
 - If the request is **approved** the school community will be advised accordingly.
 - If the request is **denied**, the petitioner will be advised of the decision and, if appropriate (but not necessarily), the reason(s) for the decision.
 - If **further information** is required, the **request has not received due consideration**, or the **request requires amending**, the matter will be referred back to the Uniform Committee for action.
- Decisions regarding requests to change the school uniform will be made within one calendar year.

5.4. Exemptions - Individual student requests

- An Executive Member in consultation with the Principal will give due consideration to any requests for an exemption. In making a decision, the Executive Member will regard issues such as culture and ethnicity, gender, religion, socio-economic hardship, genuine medical circumstances and/or any other additional circumstances as determined.
- If the decision is to not grant an exemption, the guardian/caregiver will be advised. If a guardian/caregiver remains dissatisfied with the decision, they should seek clarification from the Principal.
- It is the responsibility of the student to seek an exemption. Failure to seek an exemption will be regarded as non-compliance.

5.5. Exemptions - medical reasons

If a student cannot wear school uniform due to medical reasons:

- The student must go to their GP to get a Health Care Plan which outlines which materials they can and cannot wear.
- Based on the Health Care Plan, the school will source appropriate uniform items from our supplier which will have our logo on it.
- The Deputy Principal can grant a short term exemption

5.6. Exemptions - Casual Days

- On a Casual Day, all students or a cohort of students may be exempted from wearing the school uniform.
- Permission to hold Casual Days must be sought through the proposal process.
- Parents and/or students will be notified of Casual Days by any means that is deemed appropriate.
- The wearing of casual clothing on Casual Days is voluntary.
- Students must wear clean, appropriate, casual clothes on Casual Days which includes an acceptable standard of decency:
 - Bare midriffs or revealing clothing is unacceptable.
 - Clothing that is offensive, likely to disrupt or negatively influence the normal operations of the school, unsafe for students or others, and/or is likely to result in a risk to the health of the student or others is unacceptable.
 - All casual clothing must cover arms and be compliant with the sunsmart policy (no tank tops etc)





- Failure to observe an acceptable standard of dress on a Casual Day will be deemed to be non-compliance with this policy and be referred to the House Leader (Refer to Behaviour Management Policy).
- The Student Dress Code Guidelines applies for jewellery & accessories, footwear, hats and makeup (Refer 4.2) on Casual Days.

5.7. Strategies for uniform compliance

Loan uniform Process:

- A staff member directs students in a non-school uniform item to Student Services.
- Student Services loans the student uniform item for the day and keeps the non-school uniform item (Bagged with name and date written).
- Student Services records the transaction on Compass.
- The student returns the uniform item at the end of the day and their non-uniform item is returned to them.
- Student Services launders loan uniforms after each use.
- If a pattern of non-compliance is observed, the Uniform Shop will:
 - Contact home.
 - Refer students to their Mentor Teacher via email.
- The House Leader and/or Mentor Teacher can refer students to the Wellbeing Team as required, via email.
- Financial support for families purchasing the uniform:
 - Centerpay

5.8. Non-compliance

- A student may be:
 - Excluded from entering a practical area without covered shoes, for failing to tie their hair back, removing jewellery and/or accessories or failing to wear PPE (Safety glasses, gloves, ect.) when requested.
 - Excluded from participation in a Physical Education lesson if the appropriate shoes are not worn.
 - Moved to an alternative learning program (Home study or behaviour support).
- Non-compliance will be followed up by the Mentor Teacher initially and referred to the House Leader if the behaviour continues (Refer to Behaviour Management Policy).
- A single occurrence of non-compliance must be accompanied with a note from parents/caregivers (signed and dated) stating a reason, however will not automatically exempt a student from disciplinary action in relation to the non-compliance if, in the opinion of the Principal, the reason or duration is unacceptable. The student must loan a uniform item for the day from Student Services.
- If an item of clothing is not part of the school uniform, the student will be asked to remove the item and place it securely in their bag until it can be taken home.
- SBM processes may apply to students behaving in a manner which put the school into disrepute while wearing the school uniform (Refer to Behaviour Management Policy).

5.9. Uniform supplier

- Playford International College will review the official supplier of the school uniform biennially
- Playford International College will advise the school community where the uniform can be purchased at the beginning of each school year, by any means that it deems appropriate.

5.10 Policy Outcome

- Improved uniform compliance.
- Analysis of data - non-compliance (Student Services and Mentor teachers)
- Improved understanding of the importance of uniform compliance
- Supports and respects students, families and community values
- Positive recognition of students who comply



Roles and Responsibilities

School Board

- The School Board approved the school dress code guidelines

Uniform Committee

- Meets annually
- The Uniform Committee is comprised of stakeholders from of the School Board, leadership, staff, Student Voice and guardian/caregiver
- Communicates using a method that the Uniform Committee deems appropriate
- The Uniform Committee is an advisory committee and is not empowered to make decisions regarding the school uniform but make recommendations to the School Board for approval
- The Uniform Committee consults with staff, students, parents/caregivers to make recommendations to the School Board

Parents/Caregivers:

- Ensures that their child is in correct school uniform, it is clean and in good repair
- Purchases a school uniform for their child

Students:

- Ensures that they attend school in correct the uniform
- Reports to the Uniform Shop to loan a uniform item as required

Subject Teacher

- Checks uniform compliance at the start of each lesson. Students out of uniform are required to change. A student movement pass is required.
- Refers students to Student Services to loan uniform item as required
- If a student refuses to change into the correct uniform, the student is escorted to Student Services at the next break period (Recess or lunch)
- Compass – Uniform Incident record is created. SMB Policy is followed (Reminder, Warning, Referred to Mentor Teacher, Referred to Duty Teacher, Referred to House Leader, Guardian / Caregiver contacted)

Mentor Teachers

- Refers students to the Uniform Shop to loan uniform item as required
- If a student is referred for continuous non-compliance, follow-up is required via phone call, meeting and/or referral to Year Level Manager or House Leader (Behaviour Management)
- If additional support is required for exceptional circumstances, the Wellbeing Team is notified by email
- Encourage positive reinforcement and responsible behaviours within the school yard and classroom

House Leaders

- Supports Mentor / Subject teachers with non-compliant students
- If additional support is required for exceptional circumstances, the Wellbeing Team is notified by email
- Encourages positive reinforcement and responsible behaviours

Student Services

- Provides uniform items for sale
- Facilitates the borrowing of loan uniform items, records transition on Compass (5.6)
- Refers student to Mentor teacher if patterns are observed
- Contacts guardians/caregivers when a pattern of non-compliance is observed



Wellbeing team

- Supports students referred.
- Supports students with issues such as, but not exclusive to:
 - Gender
 - Culture or ethnic
 - New to site
 - Itinerant students
 - Financial Hardship
 - Genuine medical or family sickness

Monitoring, evaluation and review

The Uniform Committee will meet annually in Term 2 to review the Student Uniform Policy and Guidelines and consider any requests to change the Student Uniform Policy and Guidelines. Recommendations will be made to the School Board for approval. Data will be collected from Student Services, regarding loan uniforms.

