

# **KENILWORTH STATE** **COMMUNITY COLLEGE**



## **Policy and Procedure Statement**

### **DRESS CODE POLICY**

## Introduction

The Kenilworth State Community College Dress Code Policy has been developed in consultation with parents and caregivers, school staff, students and the Parents' and Citizens' Association.

A formal endorsement by the P and C is attached to this policy.

The Kenilworth State Community College community endorses, supports and expects students to be in uniform.

A uniform is an important part of the development of our school as we agree it presents the first (and often lasting) impression people form about our school and its students. The Kenilworth State Community College Dress Code assists our school community by:

- Allowing for the easy identification of our students on school premises and during regional sporting and cultural events and excursions, critical incidents, safety drills or evacuations.
- Alerting our school staff to people who may not belong on our school grounds.
- Reducing the pressure of buying name brands and following the latest trends and fads, this minimises any visible economic or social differences between students.
- Promoting a sense of common purpose and belonging, consistency and unity in the daily activities of students.
- Reflecting the Kenilworth State Community College's community expectations of student safety and is consistent with the Department of Education and Training's Occupational Health and Safety and Anti-discrimination Legislation and Sun Safe Strategy.

## Dress and personal appearance expectations

Students wearing items that do not comply with the requirements set out below will be asked to remove the offending item and to store it out of sight for the remainder of the school day. In the case of non-uniform jumpers or tracksuit pants worn during autumn and winter, students will not be required to remove these items unless an equivalent replacement uniform item is provided to replace it during the school day. A refusal to comply will be dealt with in accordance with managing compliance set out below.

### **Dress**

Kenilworth State Community College requires all students to be in full school uniform when:

- Attending or representing the school,
- Travelling to and from school; and,
- Engaging in school activities out of school hours.

Kenilworth State Community College requires students to wear items related to safety, such as safe footwear and eye protection, which may be necessary in order to participate in certain school activities.

### **Personal appearance**

Kenilworth State Community College requires all students to come to school with a clean and tidy appearance:

- Hair is to be washed, combed/brushed.
- Clothes are to be clean.
- Hair colour is to be natural tones i.e. not multicoloured, not unnatural hair colours (such as pink, blue, green, purple etc).
- Hair styles are to be neat and tidy. e.g. no shaved styles, no mohawks, no words/symbols shaved into the scalp etc.
- Students hair that is shoulder length or longer needs to be in a ponytail or similar style.
- Make-up is not to be worn.
- Clear nail polish is permitted.
- Jewellery is permitted to be worn only if it complies with the following requirements:
  - Small sleepers (no bigger than a five cent piece) or small studs (non-protruding items only).

- One small pendant (no bigger than a twenty cent piece) on a thin chain. (Due to Workplace Health and Safety requirements, this necklace must be worn inside the student's collar/school shirt and may have to be removed to enable participation in certain activities).
- A signet ring.
- Medical alert bracelets and necklaces.
- Other piercings that are not ordinarily covered by the school uniform (i.e. facial piercings) must be covered by tape/band-aid or removed during the school day.

### **Uniform modification and exemptions**

#### **Special needs/individual circumstances modification**

Kenilworth State Community College recognises that in some situations students may require modifications to the requirements of the school dress code.

These modifications are designed to permit a student to attend the school with maximum compliance with the dress code, recognising that the student may not be able to fully comply (for example, if a student gets permission from the school to colour or shave their head in order to participate in a charitable activity or if a student with a disability finds the present uniform unsatisfactory for their disability).

#### **Requests for exemption**

The exceptional circumstances of some students or families may require parent/s to request an exemption.

#### **Conscientious objection**

Kenilworth State Community College recognises that some students and parents may have a conscientious objection (for example, on the basis of genuine religious or cultural grounds) to their children wearing a school uniform and may wish to apply for individual circumstances modification or exemption.

#### **Financial hardship**

Personal financial circumstances may make purchasing school uniform items seem unrealistic for some families. Parents should note that Kenilworth State Community College can provide relevant assistance to families for uniform items where financial stress is genuine;

- Loan uniforms may be available from a bank of clothing which may be borrowed by students until uniforms are able to be purchased.
- Second hand uniforms are available for purchase.
- If these arrangements are unsatisfactory, parents may apply for a flexible payment plan with the school's Business Services Manager.

#### **Pre-existing exemption or modification**

The Principal will also consider granting an exemption or modification where a student has had a dress code exemption or modification in place at another school, immediately prior to enrolling at Kenilworth State Community College.

#### **Application Process**

An application for individual circumstances modification or for exemption should be made in writing to the school Principal. The school Principal in considering the application may require additional information from an applicant to satisfy themselves that the application has a genuine basis (as opposed to a mere preference or dislike). The school Principal will endeavour to respond to such an application as soon as practicable after receiving it, either granting the application or refusing it. The school Principal's response will be in writing. Applicants will be afforded natural justice. The school Principal's decision is final.

### **Consequences of approval**

Where a student is granted an individual circumstances modification or exemption, they will be provided with a card outlining the individual circumstance modification or exemption. The exemption or modification allows the student to attend school without receiving a disciplinary consequence applied for the uniform non-compliance, but these students may however be prevented from attending, or participating in, any school activity that, in the reasonable opinion of the school Principal, is not part of the essential educational program of the school (this can include school excursions and extra-curricular activities where the student is associated with the school) and or be prevented from attending, or participating in, any school activity for which the student would have been representing the school.

The student is obliged to carry the card while they are at school and is obliged to present it if school staff query their uniform status. Failure to carry the card may result in disciplinary action in line with the sanctions for non-compliance outlined below.

### **Managing non-compliance**

The following non-compliance process should be undertaken during the student's free time, not during lessons which are part of the essential educational program of the school.

- Where a student is inappropriately dressed and does not hold an exemption card or a note from a parent:
  - The student will be offered a choice of correct uniform items from the bank of clothing/uniforms held at the school for the day (to be returned to the school at the end of the school day).
  - If they refuse to accept the offer of a correct uniform item, the student will be sent to the office by the staff member where either the Principal or office staff will ring the student's home to explain the uniform policy requirements to parents, request parental cooperation in requiring their child to accept the uniform items or where possible request that the required uniform items be brought to school for the student to change into.
  - If, after this, the student is non-compliant, they will be dealt with in accordance with the sanctions for non-compliance.
- Families with students who have a history of dress code non-compliance are encouraged to contact the Principal to discuss the matter.
- In circumstances where the Principal is satisfied that the student's non-compliance is beyond the student's control, disciplinary sanctions will not be applied.

### **Sanctions for non-compliance**

Students who are non-compliant, despite the managing non-compliance process above, will be subject to the following consequences for each instance of non-compliance, namely:

- detention and / or
- preventing the student from attending, or participating in, any activity for which the student would have been representing the school;
- preventing the student from attending, or participating in, any school activity that, in the reasonable opinion of the school Principal, is not part of the essential educational program of the school (this can include school excursions & extra-curricular activities).

### **Uniform Purchasing**

The uniforms can be purchased from the Tuckshop.

### **Dress Code Review**

Kenilworth State Community College's Dress Code Policy is reviewed annually and submitted to the Parents' and Citizens' Association for support and endorsement.

### **Review Date**

The parent community is regularly consulted on school uniform matters through the Parents' and Citizens' Association. The Kenilworth State Community College Dress Code Policy will be reviewed annually. Parents and Citizens Association meetings are held on the 3<sup>rd</sup> Wednesday of each month and the P & C representative can be contacted by email at [pandc@kenilworthscc.eq.edu.au](mailto:pandc@kenilworthscc.eq.edu.au) for further information on how you can raise issues in relation to the Kenilworth State Community College Dress Code.

### **Parents and Citizens Association Endorsement**

The P & C of Kenilworth State Community College resolves that it supports the Kenilworth State Community College School Dress Code Policy because it believes that a student dress code at Kenilworth State Community College promotes the objects of the Education (General Provisions) Act 2006.

Sue Hopkins  
President  
19 June 2013

# Kenilworth State Community College Uniform

**OFFICIAL SCHOOL COLOURS:** Green and Gold

**SHOES:** Lace-up, velcro or gusseted plain black shoes must be worn at all times (the entire foot must be covered). For classes in laboratories and kitchens, safety requires covered footwear; students not wearing the correct footwear for these classes will not be permitted to participate. **THONGS AND SANDALS ARE NOT ACCEPTABLE**

**SOCKS:** Plain white.

**HATS:** Kenilworth State Community College aims to be a Sunsmart School and students are to wear hats at school during breaks and outdoor activities. Students can purchase a surf-style hat bearing the school logo from the P & C Uniform Shop. **CAPS AND BEANIES ARE NOT ACCEPTABLE**

Students	
Shirt	Green and black school shirt with Kenilworth school logo on left chest
Shorts	Black school shorts with KSCC on the left leg
Skirt/Skort	Black school skorts with KSCC on the left leg
Pants	Black dress pants Black track pants Black stockings
Jumper	Bottle green school jumper with Kenilworth school logo on left chest
Tracksuit Top	Green and black school jacket with Kenilworth school logo on left chest
Hats	Bottle green hat with Kenilworth SCC logo on the front
Rash Shirt	White school rash shirt with Kenilworth SCC logo on the front
Year 7 Students	
Shirt	Year 7 Kenilworth SCC Leadership Shirt Green and black school shirt with Kenilworth school logo on left chest
Shorts	Black school shorts with KSCC on the left leg
Skirt/Skort	Black school skorts with KSCC on the left leg
Pants	Black dress pants Black track pants Black stockings
Jumper	Bottle green school jumper with Kenilworth school logo on left chest
Tracksuit	Green and black school jacket with Kenilworth school logo on left chest
Hats	Bottle green hat with Kenilworth SCC logo on the front
Rash Shirt	White school rash shirt with Kenilworth SCC logo on the front
Prep Students	
Shirt	Green and black school shirt with Kenilworth school logo on left chest Green Prep shirt with Kenilworth School logo on front and Kenilworth Prep screen print on the back
Shorts	Black school shorts with KSCC on the left leg
Skirt/Skort	Black school skorts with KSCC on the left leg
Pants	Black dress pants Black track pants Black stockings
Jumper	Bottle green school jumper with Kenilworth school logo on left chest
Tracksuit	Green and black school jacket with Kenilworth school logo on left chest
Hats	Bottle green hat with Kenilworth SCC logo on the front
Rash Shirt	White school rash shirt with Kenilworth SCC logo on the front