



## **School Uniform Checking Procedure**

Implementation date: 22/7/19

Review date: 27/10/19

### **Background:**

The Department of Education's Behaviour Code for Students requires that students, "Comply with the school's uniform policy or dress code." The Department of Education's School Uniform Policy asks schools to "positively encourage the wearing of a school uniform." Such stipulations support the wearing of school uniform as a visible symbol of commitment to the school as a community, promoting a shared sense of belonging and presenting a positive identity for the school community.

To these ends, it follows that:

- The school's response to a student not wearing school uniform should be appropriate, fair and consistent.
- The school's response be in agreement, and thereby consistent, with the Department of Education's values and the Behaviour Code for students, as expressed in the commitment to schools providing "safe, supportive and responsive learning environments".
- The principal can make exemptions for not wearing a uniform after discussion with parents and carers, and if considered justified by the principal.

### **Procedures:**

The uniform checking process for Springwood High School:

1. Students' non-compliance with uniform requirements will be recorded as rolls are marked in roll call and during each lesson of the day. Students out of uniform who can provide an explanatory note from a parent are not recorded as non-compliant.
2. Non-compliance will be specifically addressed with students at the conclusion of lesson 3. A conversation between students and the principal (or



delegate) will take place in a classroom within a designated teaching Block on a designated day within the timetable: Mon- Block A; Tues –Block B; Thurs – Block D; Friday-Block E.

3. All teachers who are teaching classes in a classroom in the designated block at this designated time will ask students out of uniform who are not able to present an explanatory note from a parent to remain behind as the other students leave. Explanatory notes should be left with the teacher, who will pass it to the front office for filing. Head Teachers in the designated block will assist teachers in moving the students who are out of uniform in an orderly manner to a designated classroom. The designated rooms are:

- A- Rm 1
- B- Tech Drawing
- D- Rm 20
- E-Rm 21

4. In the designated classroom, the principal (or delegate) will speak with the students out of uniform, and relevant educational activities may be undertaken.

i. 1<sup>st</sup> infraction: Verbal instruction to comply with the school's uniform policy. These students will then be dismissed.

ii. 2<sup>nd</sup> infraction: Participation during Lunch 1 in a conversation, and related activities of an educational nature, relating to community and positive participation and engagement. Parent contact will then be made as to the requirements of the uniform policy and subsequent consequences that may follow for students from non-compliance.

iii. 3<sup>rd</sup> infraction: Continued participation during Lunch 1 in a conversation, and related activities of an educational nature, on community and positive participation and engagement at school. Parent contact will then be made to set up a meeting with the parent and the student to implement an individual Behaviour Agreement which addresses the expectations of the school and the



parent with regards to the Department of Education's 'Behaviour Code for Students'. This agreement will stipulate agreed consequences for further instances of non-compliance.

**Note:** jumpers and jackets recognising students' participation and achievements in school-related sport and performing arts activities (e.g. Met West representation, regional and state performance festivals, school dance troupes) are deemed to comply with uniform requirements. Such clothing items recognise and celebrate students' high performance and talents in these school-related activities.

## **SPRINGWOOD HIGH SCHOOL**

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