

Moonee Ponds West Primary School



Student Dress Code Policy

PURPOSE

The purpose of the Student Dress Code is to outline Moonee Ponds West Primary School's requirements for student dress and appearance and to provide information about uniform purchase and support, dress code implementation and exemption processes.

This dress code has been developed by the Moonee Ponds West Primary School's School Council in close consultation with our school community to ensure that it respects the rights of individual students whilst reflecting the values and interests of our community.

The Student Dress Code aims to:

- support the school's commitment to ensuring that our students are dressed safely, comfortably, and appropriately for school activities
- foster a sense of community and belonging
- promote a sense of identity and pride, cohesion and allow all students to feel equal
- identify the school and its students within the wider community

The School Council has developed a dress code that we believe provides a range of choices for students and is cost effective and affordable for families.

SCOPE

Students are expected to comply with this Student Dress Code during school hours and when attending school activities.

UNIFORM AND APPEARANCE

Moonee Ponds West Primary School's compulsory uniform is gender neutral and provides the opportunity for uniform items to be selected by families.

The full list of Moonee Ponds West Primary School's school uniform items is available at Appendix A to this policy.

It is expected that a **logoed school uniform top** will be worn at school and on identified offsite school events. Tops with visible branded logos should not be worn.

Uniform bottoms should be consistent with the navy-blue or black colour aspects of the uniform and are not required to be school logoed.

Shoes should be closed toe and fit for the day's activities.

General appearance

In line with the Scope of this policy, Moonee Ponds West Primary School students must comply with the following:

- Uniform Items and clothing must comply with the school's SunSmart policy
 - loose, cool, tightly woven fabric
 - shirts with a collar and/or high necklines
 - tops with elbow length or long sleeves
 - longer style shorts and skirts
 - Students will be required to wear hats which protect their face, neck, and ears from August to the end of April, when they are outside.
 - Hats must be broad brimmed, legionnaire or a bucket hat. Baseball caps and visors are not considered a suitable alternative.
- Uniform items and clothing must be clean and in good repair
- Uniform items and clothing should be clearly marked with the owner's name
- Additional layers of clothing may be worn **underneath** the uniform for added warmth
- Closed toe footwear must be worn at school to comply with safety regulations
- Footwear should be appropriate for the day's activity

Health and Safety

Any student with shoulder length or longer hair is recommended to be tied back to help restrict the spread of nits and lice and for student safety. Students may be asked to tie back their hair when required for certain activities.

Students are required to comply with the school's Sun Smart policy regarding clothing, hats, and eyewear.

Out of Uniform Days

Fundraising days or out of uniform events will allow students to attend school out of uniform on advertised days but must be appropriate and continue to comply with SunSmart and safety expectations.

School Camps

Dress code and required clothing items will be communicated to families for each camp based on the needs of the camp's activities and time of year attending.

Year 6 Tops

The school will offer the year 6 students the opportunity to design and purchase unique tops in recognition of their final year at Moonee Ponds West. This is an optional uniform item for Year 6 students.

Jewellery and cosmetics

Students are not permitted to wear decorative jewellery to school. Stud earrings and sleepers worn in the ears, and watches, are the only acceptable jewellery. Smart watches are permitted but must have 'connectivity' functions turned off during school hours, as per the school's Mobile Phones policy.

Cosmetics may not be worn at school.

PURCHASE OF UNIFORMS

Uniform items can be purchased directly from 'Lowes.'

- Price lists, information on articles of clothing in various styles and combinations of navy blue and gold are available from **Lowes Airport West Westfield Shopping Centre, Shop 134 / 135, 29-35 Louis St, Airport West VIC 3042** or online at <https://www.lowes.com.au/schools-online/moonee-ponds-west-primary-school>

Permitted non-branded uniform items, such as pants, shorts, skirts, skirts and leggings can also be purchased from department stores. These should be consistent to the uniform colour scheme, navy blue or black.

The School Council has consulted with the school community and worked to ensure the student uniform is affordable, including only requiring logoed tops as part of the uniform, flexibility in bottoms and footwear and offering a range of items for families to select from. The school also operates a lost property and second-hand uniform opportunity for parents.

If you are facing difficulty meeting uniform costs the [Help with school costs and fees](#) page provides advice on support offered by the Victorian Government. If your child is starting prep or year 7 and is eligible to receive support via the [Camps, Sports and Excursions Fund](#), you may be eligible to access the Affordable School Uniform program through [State Schools' Relief](#).

Please contact the Business Manager to discuss support that we may be able to provide regarding school uniform items.

IMPLEMENTATION

Moonee Ponds West Primary School will ensure that this Student Dress Code is communicated to all families and students through our website and Compass. We will assist students who may be experiencing difficulties complying with this policy where possible.

Students are expected to wear the school uniform.

For instances where a student may be out of uniform, the school may offer to provide a uniform to the student (e.g., for an offsite activity).

If a student is out of school uniform on a recurring basis, the school will contact the family and continue to work to support the family.

Measures taken by Moonee Ponds West Primary School to address concerns about the Student Dress Code will also be addressed in accordance with our Student Wellbeing and Engagement Policy.

EXEMPTIONS TO STUDENT DRESS CODE

We acknowledge that the enforcement of this Student Dress Code may impact students differently.

Students and their parents or carers may apply in writing to the Principal for an exemption to this Student Dress Code.

For example:

- an aspect of this code prevents the student from complying with a requirement of their religious, ethnic, or cultural beliefs or background
- prevents students from being able to attend school or participate in school activities on the same terms as other students because of the [personal characteristics referred to in human rights and anti-discrimination requirements](#)
- the student has a particular disability or health condition that requires a departure from the dress code
- the student or their parents/carers can demonstrate economic hardship that prevents them from complying with the dress code.

When the Principal receives a request for an exemption, they will:

- consider the grounds for the exemption request
- explain the process to the student and/or their parents/carers

- guarantee that issues of a personal nature revealed to substantiate the request will be strictly confidential
- encourage the student and/or their parents/carers to support their application with evidence.

The principal or delegate will then try to negotiate a resolution that is acceptable to all parties, including providing advice about support with meeting uniform costs. If an exemption is not allowed, then written reasons will be provided to the student and/or their parents/carers.

CONCERNS ABOUT THIS STUDENT DRESS CODE

Moonee Ponds West Primary School welcomes feedback from the school community in relation to this Student Dress Code. This policy will be reviewed every 3-4 years.

If you have a concern or complaint about the Student Dress Code, further information about raising a concern or complaint is available in our school's *Concerns and Complaint Policy*.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Reminders in our school newsletter
- Discussed in student forums
- Included in staff handbook/manual
- Discussed at staff briefings/meetings as required
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request.

Views on our student dress code have been invited and reviewed as part of School Council's Dress Code Review (last undertaken in 2021-2022) from the whole school community including:

- parent/carers
- teachers and other school staff
- students

The school community consultation invited feedback about uniform cost and affordability. This feedback has been recorded, carefully considered and incorporated into the student dress code policy where appropriate.

FURTHER INFORMATION AND RESOURCES

- Moonee Ponds West Primary School SunSmart Policy
- Moonee Ponds West Primary School Concerns and Complaint Policy
- Moonee Ponds West Primary School Student Wellbeing and Engagement Policy
- Department of Education [Student Dress Code](#)
- Department of Education [Student Engagement](#)

POLICY REVIEW AND APPROVAL

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| Policy last reviewed | June 2025 |
| Approved by | School Council 23 rd June 2025 |
| Next scheduled review date | 2029 |

APPENDIX A: MOONEE PONDS WEST UNIFORM ITEMS

The following items may be worn all year round.

School logoed top options are available at our uniform supplier.

A range of bottoms, hats and school bags are available from our uniform supplier; however, these items can be purchased elsewhere to support affordability but should be consistent with the colour scheme and requirements outlined in this policy.

Tops

- **School Logoed Polo Shirts**
Navy body with gold panel short sleeve with school logo
- **School Logoed Jumper**
Navy hoodie with Gold inside hood with school logo
- **School Logoed Bomber Jacket**
Navy body with gold stripes with school logo
- **School Logoed Sports Polo**
Blue body, Gold and White stripes sublimated sports short sleeve polo with school logo
- **School Logoed Rugby Jersey**
Navy body with gold panel, long sleeve polo rugby jersey with school logo
- **Summer Dress**
Check body
- **Tunic**
Check body

Bottoms

- **Pants**
Navy/black body
- **Shorts**
Navy/black body
- **Skorts**
Navy/black body

Hats

- **Bucket Hat - to be worn between August to April**
Navy body preferable, school logoed hat can be purchased from our uniform supplier
- **Wide Brimmed Hat - to be worn between August to April**
Navy body preferable, school logoed hat can be purchased from our uniform supplier
- **Footwear**
Appropriate footwear is to be worn. No thongs or open-toed sandals are permitted.

Additional Options:

- **School Backpack**
Navy body with school logo bag can be purchased from uniform supplier, however this can be any school bag fit for purpose.