

# 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
- 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 for families.

### SCOPE

Students are expected to comply with this Student Dress Code during school hours.

### UNIFORM AND APPEARANCE

Moonee Ponds West Primary School's stance is to move to a compulsory uniform. An implementation/transition timeline is available in Appendix B.

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 to school and on identified offsite school events.

Uniform bottoms should be consistent with the navy-blue colour aspects of the uniform and are not required to be 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 September 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

### **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.

### **Expectation for Offsite Activities during school hours from Term 2 2023**

From Term 2 2023, on days where students are required to be offsite, e.g., sports days or excursions there is a requirement that all students will wear a school uniform top.

### **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.

### **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.

### **Hair and Sun 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.

## **PURCHASE OF UNIFORMS**

Uniform items can be purchased directly from 'Lowe's.'

- Price lists, information on articles of clothing in various styles and combinations of navy blue and gold are available from **Lowe's Highpoint Shopping Centre, Level 2 Highpoint Shopping Centre, Rosamond Road, Maribyrnong** or online at <https://www.lowes.com.au/schools-online/moonee-ponds-west-primary-school>

The school also operates a lost property and second-hand uniform opportunity for parents.

### **Support for families experiencing difficulty**

Please contact the school's Business Manager to discuss support that we may be able to provide to families experiencing difficulty meeting uniform costs, including information about eligibility for uniform support

through State Schools' Relief. Further information about State Schools' Relief is also available on their website: <https://www.ssr.net.au/>

## **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 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 recognise that there may be situations where the application of this dress code may affect students unequally.

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
- 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
- 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. If an exemption is not allowed, then written reasons will be provided to the student and/or their parents or 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 *Parent 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

## FURTHER INFORMATION AND RESOURCES

- Moonee Ponds West Primary School SunSmart Policy
- Moonee Ponds West Primary School Parent Complaint Policy
- Moonee Ponds West Primary School Student Wellbeing and Engagement Policy
- Department of Education and Training [Student Dress Code](#)
- Department of Education and Training [Student Engagement policies and guidelines](#).

## POLICY REVIEW AND APPROVAL

<b>Policy last reviewed</b>	<b>June 2022</b>
<b>Consultation</b>	<b>Consultation with school community, students and staff occurred across 2021</b>
<b>Approved by</b>	<b>School Council 20<sup>th</sup> June 2022</b>
<b>Next scheduled review date</b>	<b>2027</b>

## APPENDIX A: MOONEE PONDS WEST UNIFORM ITEMS

The following items may be worn all year round:

- **Polo Shirts**  
Navy body with gold panel short sleeve with school logo
- **Jumper**  
Navy hoodie with Gold inside hood with school logo
- **Bomber Jacket**  
Navy body with gold stripes with school logo
- **Blocker Pants**  
Navy body
- **Bootleg Pants**  
Navy body
- **Blocker Shorts**  
Navy body
- **Skorts**  
Navy body
- **Summer Dress**  
Check body
- **Tunic**  
Check body
- **Bucket Hat - to be worn between August to April**  
Navy body with school logo
- **Wide Brimmed Hat - to be worn between August to April**  
Navy body with school logo
  
- **Sports Polo**  
Blue body, Gold and White stripes sublimated sports short sleeve polo with school logo
- **Sports Shorts**  
Blue body, Gold and White stripes sublimated sports shorts with school logo
- **Rugby Jersey**  
Navy body with gold panel, long sleeve polo rugby jersey with school logo
- **Microfiber Trackpants**  
Navy body with school logo
- **Footwear**  
Appropriate footwear is to be worn. No thongs or open-toed sandals are permitted.

### Additional Options

- **School Backpack**  
Navy body with school logo
- **School Raincoat (being investigated)**  
Navy Blue coat

## APPENDIX B: MOONEE PONDS WEST COMPULSORY UNIFORM IMPLEMENTATION GUIDE

Visual overview of the compulsory uniform implementation-

	2023				2024				2025 & beyond
	Term 1	Term 2	Term 3	Term 4	Term 1	Term 2	Term 3	Term 4	Term 1
New uniform items available	New items to be introduced to new families as supply builds		(New sports available)						
Uniform top for offsite activities	Encouraged		Compulsory		Compulsory				Compulsory
Compulsory Uniform – old items (yellow base polo)	Uniform will be Encouraged (Continuing to be available for purchase until stock depleted at reduced price)				Compulsory				
Compulsory Uniform – new items (navy base polo)	Uniform will be Encouraged				Compulsory				

### 2023:

Introduction of the updated new uniform items will begin in the first half of 2023.

New enrolments will be directed towards purchasing the new polo and non logoed pieces to begin 2023.

The aspect of a compulsory uniform to be worn for offsite activities will be introduced for the second half of 2023.

The uniform will be encouraged to be worn where possible.

Year 6 students would continue to have the option of purchasing the Year 6 Tops in 2023.

### 2024:

The move to the compulsory school uniform being worn by all students, either wearing the current or updated uniform items (to allow for transition from current to the new uniform).

For Year 6 students, there again would be the option of purchasing the Year 6 tops for the purpose of their uniform in 2024.

### 2025:

The new updated uniform items will be the expected compulsory uniform to be worn by all students.