



# Policy & Procedure

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## Student Uniform & Grooming

### Introduction

Students are expected to wear the College Uniform and College Formal uniform with pride – they are symbolic of the Mount St Bernard College community and signify pride in our College, respect for self, and respect for others.

### Application

The uniform has been chosen by the College community to be practical, attractive and enhance the dignity of each student. Importantly, the correct wearing of the College uniform is a sign that a student is a member of the Mount St Bernard College community. This guideline has been developed to assist members of the community to understand the expectation of students regarding uniform.

### Guideline

The College has two uniforms that students must wear on specified occasions.

**COLLEGE UNIFORM:** The College Uniform may now be worn every day except for designated days which require formal uniform to be worn.

#### College Uniform: Daily – Boys & Girls

<b>College Jumper:</b> Blue College jumper	<b>Shoes:</b> Black, leather, lace up.
<b>College Shirt:</b> College polo shirt	<b>Socks:</b> Navy socks worn above the ankle (no logo)
<b>College Sport Shorts:</b> Navy blue shorts or navy-blue track pants may be worn as an alternative to shorts.	<b>College Hat:</b> Navy blue hat with College logo

**FORMAL UNIFORM:** The College Formal uniform is worn on designated days. Parents and Carers will be given notification the of days this shall occur.

College Uniform: Formal uniform - GIRLS	College Uniform: Formal uniform - BOYS
<b>College Hat:</b> navy blue hat with College logo	<b>College Hat:</b> navy blue hat with College logo
<b>College Blouse</b> – white tailored cut; includes small tartan tie.	<b>College Shirt:</b> blue, College tailored, striped, with College emblem

**College Skirt:** blue/tartan – below knee length  
**or College Dress Trousers:** navy blue

**College Jumper:** blue College jumper

**College Wet weather jacket:** not compulsory.  
Optional for wet weather and/or warmth

**Shoes:** black, leather, lace up.

**Socks:** College navy socks, worn above the ankle.

**College Formal Shorts:** navy blue formal shorts **or**  
**College Dress trousers:** navy blue *(both items worn with black belt only)*

**College Jumper:** blue College jumper

**College Wet weather jacket:** not compulsory.  
Optional for wet weather and/or warmth

**Shoes:** black, leather, lace up.

**Socks:** Navy blue socks worn above the ankle.

#### ADDITIONAL INFORMATION

**Hair:** Students are expected have hair of a natural colour. Hair is always to be neat and tidy and worn off the face. Long hair is to be tied back with ties which are blue, black or white and these are to be simple and minimalistic

**Jewellery:** All students may wear - a watch; one small plain signet or small plain ring; one plain, fine metal neck chain with a Christian religious medal or crucifix attached, tucked into shirt/blouse; a medical alert; one small plain sleeper or stud less than 5mm in diameter in each ear; no other visible studs allowed. Facial piercings are not permitted

**Boys and Girls Ties:** A College-issued tie is only worn when required for formal activities and functions. The tie will be lent to students and collected by the College after the event. The tie is worn with the shirt tucked in.

**Optional items:** (additional to those outlined above) Girls – navy or skin coloured stockings with skirt. Girls and boys – prescribed navy-blue track pants may be worn as an alternative to the sports shorts (purchase from College only).

**Sun Safe:** Students are encouraged to be responsible for their own sun safe practices. This includes wearing the College hat when out in the sun, applying sunscreen and utilising shade areas throughout the College. Students are made aware of the designated undercover areas. Students are expected to wear a hat for class lessons involving outdoor activities eg: Physical Education as this is part of our Sun Safety requirements.

**Optional items:** (additional to those outlined above) Girls – navy or skin coloured stockings with skirt.

**Year 12 specific items:** As part of their final year of secondary education, Year 12 students are offered the chance to wear specific uniform items (jacket, shirt). It is expected that the Year 12 Senior shirt be worn only on the designated day with either the formal shorts or trouser or College sports shorts.

**Makeup & nail polish:** No visible make up and/or nail polish is to be worn.

**Year 11 & 12 Senior Students studying VET with prescribed attire:** These students may wear their work uniforms on the designated day if directed by the trainer.

#### PROCEDURE FOR INCORRECT UNIFORM

Students are expected to have a written note explaining any incorrect uniform item.

A pink “*Notice of Incorrect Uniform*” slip is issued to students with incorrect uniform and no note. This slip is:

- Taken home
- Signed by parents/guardians and returned to the Home Room teacher the following school day showing that the parent/guardian is aware, and that the problem has been/is being fixed.
- Failure to return a pink slip will result in a detention.
- Two pink slips in a week will result in a detention.

Ongoing uniform issues will be addressed by a member of the College Leadership team or their delegate and can lead to suspension or withdrawal from recess times and/or school activities.

Please note: Financial concessions are available should the cost of uniforms be prohibitive. It is expected that students wear their uniform with pride, displaying respect for self and others. Parents/guardians are encouraged to discuss any uniform concerns with College staff.

## Enquiries

Assistant Principal Wellbeing

Principal