



Uniform Policy and Procedure

Introduction

A consistent and well-presented uniform plays an important role in fostering a sense of identity, pride, and belonging within the College community. It also supports a safe, orderly, and respectful learning environment in which all students are able to focus on their learning without unnecessary distraction. This procedure outlines the College's expectations regarding the wearing, maintenance, and presentation of the College uniform, as well as the responsibilities of students, staff, and families in upholding these standards.

In addition, this document provides clear processes for managing situations where students are not in correct uniform and establishes fair and transparent consequences to ensure ongoing compliance. By following these procedures, the College seeks to promote personal responsibility, encourage positive habits, and maintain the integrity of the College Uniform Code.

Purpose

- To ensure students wear the full and correct College uniform in line with the College Uniform Code. (See appendix one).
- To ensure students wear the full and correct College uniform in an appropriate manner.
- To ensure students maintain their uniform in good repair at all times.
- To ensure students adhere to the College Uniform Code in relation to other aspects of their appearance (see appendix one).
- To ensure clear procedures and consequences for those students who fail to adhere to the above four points.

Our Procedure

College Expectations

- Students are expected to be in full and correct school uniform in accordance with the College Uniform Code (see appendix one).

- Students who are not wearing the full and correct College uniform are considered to be “out of uniform” and are expected to obtain an “out of uniform pass” prior to arriving at Pastoral Group each day. This pass must be carried by the student for the day and should be shown to staff on request.
- Students are required to wear their Physical Education uniform on days when they have double periods of Physical Education and/or VET Sport and Rec classes.
- Physical Education uniform is not to be worn for Outdoor Education classes unless advised by the teacher for a specific practical lesson. The teacher would email staff the class list and when they are to be in PE uniform.
- The wearing of Physical Education uniform for any other subject must be done with the permission of the Deputy Principal Wellbeing.
- Full school uniform is to be worn on all other school days, except for inter school sports days or by a directive from a Head of House/Community.
- Students are expected to adhere to the College Uniform Code in relation to other aspects of their appearance (see appendix one).
- The College uniform should be worn appropriately at all times.
- The College uniform should be maintained and be in good repair at all times.
- Students who are “out of uniform” are expected to bring a note from their parents/guardian each day to explain the reason why they are out of uniform.

Consequences

- Each time a student does not adhere to the above expectations a “uniform infringement” will be recorded against the students’ name.
- Students who receive a uniform infringement will complete a lunchtime detention within 24 hours of the infringement being issued.
- When students show a pattern of out of uniform behaviour, parents and student will be required to attend a meeting with the Head of House/Community to resolve the issue.
- If the student continues to not follow College expectations in regard to uniform, this may lead to a cancellation of enrolment.

Procedures

- During Pastoral Group, the Pastoral Group Leader will check student uniforms. Any student out of uniform without a school uniform pass will have a uniform infringement recorded on the Student Information Panel (SIP) on SEQTA. The Pastoral Group Leader will inform the student that they are expected to attend a lunchtime detention on that day.

- At other times during the school day, when a staff member observes or becomes aware that a student is not meeting College Expectations in relation to the Colleges Uniform Policy and Procedure (Please refer to College Expectations), the staff member is required to:
 - Complete a “Uniform Infringement Notice” and submit it to Student Reception on that day or enter the details on the SIP on SEQTA.
 - Inform the student that they are to attend a lunchtime detention on that day if the infringement is given before the end of recess. If given after recess, the detention will be the next day.
 - Inform the student (depending on the uniform violation) one or more of the following:
 - If out of uniform without a pass to obtain an “Out of Uniform Pass” from their Head of House/Community at the commencement of the next break (e.g. recess or lunch)
 - If the student is wearing the uniform inappropriately, please notify to rectify it immediately so that the uniform is being worn appropriately
 - If the student is in breach of the College Uniform Code re. personal items/appearance eg:
 - Body Piercing/Jewellery – the students is to remove the body piercing/jewellery immediately. Please inform the Head of House/Community when this is an ongoing issue.
 - Inappropriate makeup/nail polish – the student is to remove it at the commencement of the next break.
- Office Staff will record all uniform infringements on SEQTA.
- Office staff will prepare a daily detention list that will be communicated to relevant staff.
- When a student receives 3 uniform infringements the Office Staff will notify the Office Manager and every second subsequent time after this.

Students wishing to renegotiate the date of the detention:

- These students are to see the Head of House/Community to discuss the matter prior to the detention

- If the detention is to be rescheduled, the Office staff are to be advised of this via email from the Head of House (assistant) /Community, in order to ensure that the detention list is up to date

Students who do not attend a scheduled detention:

- The Head of House Assistant/duty staff notifies the Office Manager and Heads of House/Community via email on the day of the detention the names of the students who did not attend
- The Head of House/Community follows up the absent student to determine the reason for their absence
- The Head of House/Community determines whether the reason is acceptable. If the reason is acceptable the student is to sit the detention on another date specified by the Head of House/Community. The Head of House/Community will inform the office manager of the change of date via email
- Students who do not attend detention are not following College expectations and this may lead to a cancellation of enrolment at the College
- On resolution of the matter – the Head of House/Community notifies, via email, the above people and informs them of the date and time of the student's return to class

Uniform Requirements

All students are expected to wear the full and correct College uniform each day as outlined below. The uniform is to be worn appropriately and should reflect the personal pride each student has in themselves and their school. The student's uniform is to be clean and maintained in good repair at all times.

Summer Academic Uniform:

- Navy College dress or, for Years 9 and 12 grey checked dress for 2026.
- College navy tailored shorts or College navy skirt or College Navy tailored trousers (Grey for Years 9 and 12 permissible for 2026).
- Short sleeved College shirt – new style for Years 7, 8, 10 and 11 in 2026.
- College jumper (Year 12 – Navy Blue).
- College Navy socks (Grey for Years 9 and 12 permissible for 2026).
- College hat (Term 1 and Term 4).
- Soft shell College jacket or College Blazer.
- Black, polishable lace up traditional supportive school shoes which are fully enclosed and solid with a heel.

Winter Academic Uniform

- College navy tailored shorts or College navy skirt or College Navy tailored trousers (Grey for Years 9 and 12 permissible in 2026).
- Long sleeve College shirt (new style for Years 7, 8, 10 and 11 in 2026).
- College tie optional (new style for Years 7, 8, 10 and 11 in 2026).
- College jumper (Year 12 – Navy Blue).
- Soft Shell College jacket or College Blazer.
- College scarf (new style for Years 7, 8, 10 and 11 in 2026).
- College navy socks or navy tights (skirt must be worn with tights for winter). (Grey for Years 9 and 12 permissible for 2026).
- Black, polishable lace up traditional supportive school shoes which are fully enclosed and solid with a heel.

Example of appropriate school shoe:



Sport Uniform

- College hat (Terms 1 and 4).
- Navy College sport shorts (Maroon for Years 9 and 12 permissible for 2026).
- New style College polo shirt – long or short sleeve (older style for Years 9 and 12 permissible for 2026).
- College navy socks (white for Years 9 and 12 permissible for 2026).
- College navy trackpants (older style for Years 9 and 12 permissible for 2026).
- College sport jumper (older style rugby jumper permissible for Years 9 and 12 permissible for 2026).
- Runners (traditional supportive athletic shoes).

Example of appropriate runners:



Please Note:

- The College blazer or the College soft shell jacket are the only permitted outer garments (optional).
- All formal skirts, shorts and dresses must be at least halfway between the mid-thigh and knee in length.
- Uniform items can be ordered to accommodate cultural and religious requirements.
- Uniform changeover normally occurs in the last two weeks of terms one and three and the first two weeks of terms two and four. During these times students may wear either full summer OR full winter uniform. Any changes to these times will be advised to students.
- School hats must be worn for all of Term 1 and Term 4.
- Beanies in navy or maroon colours can be worn to and from school during winter. They are not to be worn from 8:45am to 3:15pm.
- Additional headwear may only be worn if approved by the College. Additional approved headwear, such as turbans and hijabs, must be burgundy in colour.
- Uniforms are not to be defaced or signed.
- College backpacks are compulsory for all students.

Please read the full Uniform Code for the Transition Phase of the New Uniform Items.

Personal Items/Appearance

Students are expected to be well groomed and neatly presented each day in accordance with the following:

- Jewellery:
 - A watch.
 - One small flat ring.
 - A small religious medal or fine necklace chain.
 - Earrings – up to two plain sleepers or two studs in each ear. These must be unobtrusive and small in size.
- Tattoos:
 - Are discouraged. Any tattoos are to be covered at all times.
- Body and Facial Piercings:
 - A single clear, unobtrusive nose stud is permitted.

- No other facial piercings are permitted.
- Makeup:
 - This is discouraged, but if worn should be natural and unobtrusive.
- Nails and Nail polish:
 - Clear only.
 - Any type of false nails are not permitted.
- Hair accessories:
 - Are to be in College colours only ie: maroon, sky blue or grey.
- Hair styles:
 - Hair must be clean, neatly styled and natural in colour and be kept off the face. Extremes of hair fashion and hair styles such as dreadlocks, mohawks, shaven heads, sculpting, patterns shaved into the hair and unnatural hair colours such as pinks, purples, greens, reds etc are not acceptable. Please note these are examples only and do not form an exhaustive list. Students with hair longer than the collar must be able to tie their hair back for activities when required. The College reserves the right to determine what is extreme hair fashion, extreme hairstyles or an untidy appearance. Students in breach of appropriate hair expectations will be asked to correct the colour/style/appearance, and some may be asked to stay at home until colour/style/appearance is corrected. For further guidance please speak with the Head of House.
- Facial Hair:
 - Boys are to be clean shaven at all times.

Review

November 2025

Next Review

November 2026

Responsibility

Deputy Principal Wellbeing