



CAULFIELD PRIMARY  
コーフィールド小学校

CAULFIELD PRIMARY SCHOOL  
STUDENT DRESS CODE POLICY  
POLICY NO. 1.11



Help for non-English speakers

If you need help to understand the information in this policy please contact the School Office.

School Councils must develop and review their student dress code in accordance with the Department's Student Dress Code policy guidance on the Department's Policy and Advisory Library, available at the following link:  
<https://www2.education.vic.gov.au/pal/student-dress-code/policy>

This will include ensuring your student dress code meets human rights and anti-discrimination requirements, includes exemption processes and addresses health and safety considerations. School Councils will also need to ensure they have properly consulted with the school community in developing/reviewing this student dress code. Guidance on consultation processes is available on the Policy and Advisory Library here:  
<https://www2.education.vic.gov.au/pal/student-dress-code/guidance/developing-and-reviewing-dress-codes>

### Purpose

The purpose of the Student Dress Code is to outline Caulfield 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 Caulfield 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:

- foster a sense of community and belonging and encourages students to develop pride in their appearance
- support Caulfield Primary School's commitment to ensuring that our students feel equal and are dressed safely and appropriately for school activities.
- reduce student competition on the basis of clothing

- enhance the profile and identity of 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 while traveling to and from school, during school hours and when attending school activities.

### **Uniform and appearance**

The full list of Caulfield Primary School's compulsory school uniform items are available in **Appendix A** to this policy.

#### General appearance

While at school or participating in school activities, Caulfield Primary School students must comply with the following:

- Uniforms must be clean and in good repair
- Uniforms must be clearly marked with the owner's name
- Additional undergarments may be worn underneath the uniform for added warmth
- Visible undergarments must be plain purple or navy blue.

#### 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.

Cosmetics may not be worn at school. Only clear nail polish is permitted.

Artificial hair colour added to natural hair tones is not permitted.

#### Hair and Sun safety

Shoulder length or longer hair is to be tied back to help restrict the spread of nits and lice and for student safety.

School uniform hats must be worn outside from 1 September to 30 April and on any other day prescribed by the school. School uniform hats may also be worn outside of this time period, by parent or student choice.

Hats are not to be worn inside classrooms.

Students are permitted to wear sunglasses during outdoor activities. Sunglasses should be close-fitting, wrap-around that meet the Australian Standards 1067 and cover as much of the eye area as possible.

## **Purchase of uniforms**

New School Uniform items must be purchased from the PSW uniform shop at 1/596 North Road, Ormond, 3204 or online <https://www.psw.com.au>

Caulfield Primary School Parents' Club also operates a second-hand uniform store for parents. We ask parents to call the school office to determine stock levels and opening times.

## **Support for families experiencing difficulty**

Please contact the Principal 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/>

Caulfield Primary School may have uniforms available to families to borrow on request.

## **Implementation**

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

If a student is out of school uniform or otherwise breaches the Student Dress Code on a recurring basis, the classroom teacher will follow up with the parents/carers. If non-compliance with the dress code becomes a continued occurrence, the Principal will be informed and a phone call home may be required. In this event, the school will continue to work with the student and family to support compliance.

Measures taken by Caulfield Primary School to address concerns about student non-compliance with 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 either in writing or in person to the Principal for an exemption to this Student Dress Code if:

- 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 particular 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**

Caulfield Primary School welcomes feedback from the school community in relation to this Student Dress Code. 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*, available at;

[https://www.caulfieldps.vic.edu.au/uploaded\\_files/media/complaints\\_policy\\_final2019.pdf](https://www.caulfieldps.vic.edu.au/uploaded_files/media/complaints_policy_final2019.pdf)

### **COMMUNICATION**

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

- Available publicly on our school's website
- SchoolStream
- Reminders in our school newsletter
- Discussed in student forums such as Assemblies
- Included in staff compendium
- 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**

- CPS Sunsmart Policy No.1.10
- CPS Parent Complaint Policy No.5.6
- CPS Student Wellbeing and Engagement Policy No.1.9
- Department of Education and Training [Student Dress Code](#)
- Department of Education and Training [Student Engagement policies and guidelines](#).

### **POLICY REVIEW AND APPROVAL**

Policy last reviewed	October 2021
Consultation	Staff, School Council, school community/parents
Approved by	CPS School Council
Next scheduled review date	October 2022

## APPENDIX A: CAULFIELD PRIMARY SCHOOL UNIFORM ITEMS

### Caulfield Primary School student dress code

*Choose one item from each column*

Purple school summer dress	Navy shorts	Navy monogrammed school hoodie	Black / white or navy ankle socks	Mainly black or white runners	Broadbrimmed monogrammed sunsmart hat (from 1 September - 30 April)
<b>OR</b>	<b>OR</b>	<b>OR</b>	<b>OR</b>	<b>OR</b>	
Purple monogrammed school polo shirt (short or long sleeved)	Navy skort	Navy monogrammed school bomber jacket	Plain purple or navy tights	Black school shoes	
<b>WITH</b> (one choice from next column)	<b>OR</b> Navy bootleg pants	<b>AND / OR</b> Navy monogrammed fleece vest			
	<b>OR</b> Navy gabardine school pants				
	<b>OR</b> Navy track pants or Navy pinafore				

### Year 6

- Navy monogrammed graduation garments may also be worn.

### School Bags

- Monogrammed school bag is not compulsory but highly encouraged.

### Extreme Weather

- On very cold days, children may wear coats, hats, beanies, gloves/mittens, scarves or carry an umbrella to and from school, but such items are not part of the school uniform and are not to be worn or carried inside the classroom.