

POLICY AND PROCEDURE: Uniform

1. PURPOSE

The purpose of this policy is to describe Holy Spirit College’s approach to student uniform.

2. RATIONALE

Students and parents/carers have the responsibility for the appropriate care and maintenance of the College uniform items in their possession. Poorly maintained or damaged uniform items may need to be replaced. All items of uniform should be marked with the student’s name to avoid loss or confusion with other student’s items. **Embroidery or any other labels are encouraged.**

3. POLICY STATEMENT

Taking pride and care in one’s appearance is an excellent way of expressing self-respect and showing others that you respect them. Clean and appropriate grooming, and the correct wearing of the College uniform follows on from this premise and reinforces the notion that students are aware of the importance of being part of something bigger than themselves. By living up to these expectations daily, students are demonstrating they are a proud member of the Holy Spirit College Community.

4. PRINCIPLES

General Expectations

- Blazer is to be worn from Mother’s Day to Father’s Day (specified start and finish dates will be added to the College calendar each year) and other occasions as determined by the College.
- Male and female tie is to be worn all year.
- Belts are to be plain black leather only, no big buckles are allowed, and only to be worn with the College long pants and/or shorts.
- The College hat must be worn to and from school. Students are required to carry the College hat at all times. The hat must be worn at all times outside of College buildings.
- For students accessing the Garrang Sports Hall in breaks, hats are to be left on the storage racks, visible to supervising staff and all students.
- Students who ride a bicycle/scooter to school must wear an Australian regulation safety helmet.

HPE Practical lessons

- Students are to wear their sports uniform to and from the College on days where they have a timetabled HPE Practical lesson.
- Students will be responsible for ensuring they are wearing the correct uniform on the correct days. This is noted on their timetable and via teams.
- Pastoral Care teachers will be responsible for ensuring students wear the correct uniform on the correct days.
- Students that do not meet this expectation will be referred to their HPE teacher in the first instance and Curriculum Leader if persistent non-compliance with this expectation occurs.
- All jewelry is to be removed for practical lessons.

Shoes

Formal shoes must be black leather lace up school shoes, unless a medical note from a registered Podiatrist is presented.

Examples of suitable formal shoes:



Sport shoes must support the arch and heel of the foot. It has been proven that wearing inappropriate footwear that lacks this support will not only cause immediate discomfort but also long-term orthopaedic problems.

- **Technology Workshop & Kitchens**
Due to Workplace Health and Safety, the following requirements are mandatory in the Technology Workshop & Kitchens
 - Students must wear full leather shoes, not sports shoes, when completing practical lessons.
- **Science Labs**
Due to Workplace Health and Safety, the following requirements are mandatory in the Science Labs
 - Students must wear full leather shoes, not sports shoes, when completing practical lessons.

Hair

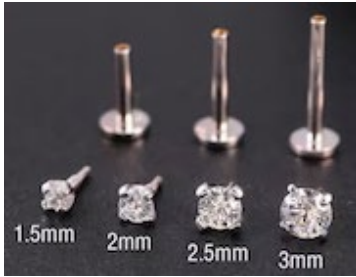
- Hair is to be of a natural colour (no exaggerated colour changes are permitted).
- Hair is to be tidy and neither grown nor groomed in an extreme or exaggerated fashion.
- Shaved head, lines, steps, undercuts, marked contrasts of length or shape including mullets, undercuts, close-side cuts, dreadlocks, rat tails, mushroom styles, skin fades, ‘skinhead’ styles or tracks/lines (including eyebrow tracks/lines) and exaggerated layering are not accepted.
- Hair should not obscure the face, including any loose strands, and should be clear off the eyes, cheeks and collar.
- Hair beyond the student’s shoulder is to be tied back using pins, clips, ribbons, bands or ‘scrunchies’ in plain colours.
- Students must always be clean-shaven.



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Jewellery

- A single silver or gold chain can be worn inside the shirt or blouse and should not be visible.
- Diamante, plain gold or silver studs are allowed but should be no larger than 3mm in size.



- Small sleeper or earrings are defined as having a diameter of 1.5cm or less – sleepers or hoop style earrings must be close to the lobe of the ear and not hang as a large hoop. The sleeper style earring should not have any dangling adornments.



- Maximum of one earring worn in each ear lobe. A clear, plastic spacer may be worn in the ear. Tape or Band-Aids are not permitted to cover any piercings.
- Nose, eyebrow, chin, lip, tongue or any other piercings located on the face are not permitted.
- Rings are not permitted.
- Watches including digital/smart watches are permitted – students will be required to remove a digital/smart watch under examination/test conditions.
- One arm bracelet with an appropriate religious symbol is allowed.

Please note: Any jewellery worn outside of these guidelines will be required to be removed, including new piercings at the wearers expense. The College does not take responsibility for the loss of any jewellery.

Make-up and Nails

- No coloured nail varnish, eye make-up or false fingernails and eye lashes are to be worn.
- Nails should be clean, short and neat.
- Make up must be restricted to light tinted moisturiser preferably with sunscreen and clear lip/tint gloss.

Tattoos

Tattoos must not be visible at any time in either formal or sports uniform, or when wearing casual clothes on 'free dress' days, camps, and retreats

Please note: A written explanation from parents/carers are required if a student is out of uniform. Decisions on exceptions to any of the above will be made by the Senior Leadership Team.

Formal Uniform

- Blazer
- Formal hat
- Shirt/Blouse
- Male and female tie
- Shorts/pants/skirt
- Belt black leather
- Plain black enclosed shoes
- College academic socks (long or short)
- College bag
- Opaque tights (optional)
- Jumper (optional)
- Winter scarf – plain navy (optional)

Sports Uniform

- Sports cap or formal hat
- House shirt
- College Shorts or College track pants
- Sport shoes - must support the arch and heel of the foot
- College sport socks
- College Sports jacket or College jumper (optional)
- College sports bag (optional)



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Please note: Sports shoes must not be worn with the formal College uniform. Students are permitted to change into sports shoes only at break times, if participating in sporting activities and then change back into their school shoes.

Optional items

- Rugby top - School set will be available; Not for sale in store
- Netball dress - School set will be available; Not for sale in store
- Soccer top - School set will be available; Not for sale in store
- Rugby socks - This item will be available for purchase in-store
- Swimming cap - This item will be available for purchase in-store
- Running Singlet - School set will be available; This item will be available for purchase in-store
- Cricket polo - This item will be available for purchase in-store