



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.

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 (during Term 2 & Term 3) and other occasions as determined by the College
- Tie/Scarf is to be worn all year
- Belts are to be plain black leather only and only to be worn with the College long pants and/or shorts
- Long academic socks are to be worn with shorts
- Short academic socks are to be worn with skirts or pants
- Students who ride a bicycle/scooter to school must wear an Australian regulation safety helmet
- HPE Practical lessons:
 - Students are expected to wear the full Formal Uniform to and from the College each day (unless otherwise advertised). Students are expected to change into the Sports Uniform before their timetabled HPE practical lesson and then back into the Formal Uniform at the end of the HPE lesson.
 - Students should change at the following times:
 - HPE in Period 1 or Period 2 – Before Pastoral Care
 - HPE in Period 3 or 4 – Break 1
 - HPE in Period 5 – Break 2

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





POLICY AND PROCEDURE: Uniform

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**

Due to Workplace Health and Safety the following requirements are mandatory in the Technology Workshop

- Students must wear a full hard leather shoe, not sports shoes

- **Science Labs**

Due to Workplace Health and Safety the following requirements are mandatory in the Science Labs

- Students must wear a full hard leather shoe, not sports shoes, when completing practical lessons

Hair

- Hair must be kept neat, clean, and tidy, away from the face
- If hair touches the collar or covers the eyebrows it must be tied back with an appropriate hair tie or ribbon in plain navy, red, green, yellow, orange, or aqua. A thin headband in plain navy, red, green, yellow, orange, or aqua may be worn in addition to the hair tie. No other form of decoration should be worn in the hair
- Hair grooming and styling must be suitable for the school context. No extremes of style will be accepted, and hair colouring must be natural. Braid clips or multi-coloured weaves are not allowed
- Clipper cuts must have a blade length no shorter than a blade 3
- Facial hair of any description is not permitted

Jewellery

- A single silver or gold chain with an appropriate religious symbol can be worn inside the shirt or blouse
- Wrist watches are permitted but no other wrist or arm jewellery is allowed
- Earrings must be small, plain sleepers, studs, or birthstone, with a maximum of one earring worn in each ear lobe
- Nose, eyebrow, chin, lip, and tongue studs are not permitted. Tape or Band-Aids are not permitted to cover any piercings

Please note: Any jewellery worn outside of these guidelines will be required to be removed, including new piercings at the wearers expense.

Make-up and Nails

- Make-up, long nails, fake nails, fake eye lashes and coloured nail polish are not permitted
- Light, concealing foundation is acceptable, if required

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



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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 Principal, Deputy Principal or Assistant Principal – Religious Education.

Formal Uniform Years 7-12

- Formal hat
- Blazer
- Shirt
- Tie
- Shorts/pants/skirt
- Plain black enclosed shoes
- College socks (long socks to be worn with shorts, short socks to be worn with skirt or pants)

Sports Uniform Years 7-12

- Sports cap
- Polo shirt
- Sports jacket
- Shorts or track pants
- Sport shoes must support the arch and heel of the foot.
- College sport socks

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.

5. REFERENCES

- BCE Policy – School Uniform