

# HIGHVIEW COLLEGE UNIFORM POLICY

Person Responsible – Director of Pastoral Care



## Rationale

Whether or not a student chooses to wear the school uniform well is an indicator of his/her respect for the School community, its values and priorities. A student who repeatedly fails to present him/her self well, may be choosing not to be a member of the College. Students experiencing financial difficulty who wish to adhere to School expectations will be supported.

We believe that:

- A uniform develops a student's sense of belonging to the Highview community.
- Wearing a uniform provides an opportunity to develop a sense of pride and unity.
- Uniforms promote a sense of inclusiveness, and equal opportunity.
- A uniform reinforces the understanding that the school is a safe and well-ordered environment.
- That wearing uniform assists in creating an identity for the College.

## Aims

- That all students wear the correct and full uniform.
- That all uniform items are to be worn appropriately and without disrespect.
- All students will wear the Highview uniform while attending school, travelling to and from school, and when attending school events as representatives of the College.

## Implementation

- Each student's uniform will be checked daily by staff, in every class
- If a student comes to school out of uniform, a note from parents may alleviate any consequences in extraordinary circumstances.
- Students representing Highview College at community events may wear the Highview College 'Dress Uniform'. This includes the addition of ties and blazers to the usual uniform.
- Students may not be able to attend class if they are not in full school uniform.

## Process

If students are out of uniform:

- They should advise Reception in the morning before classes
- There will be consequences for a student who presents habitually as out of uniform or chooses not to be in uniform (refer to Appendix 1)

## Highview College Uniform Policy

## INTRODUCTION

The Uniform Policy addresses the total appearance of a Highview College student while at school and travelling to and from school:

- The uniform is seen as a statement of the quality of students being educated at Highview College.
- It presents to the public an image which embodies the school ethos.
- Wearing a uniform assists in creating an identity for young people and for the school and aids in developing pride and unity and a sense of belonging to the school community.
- A uniform promotes a sense of inclusiveness, antidiscrimination and equal opportunity, while reinforcing the perception that our school provides a safe and well-ordered learning environment.
- The Highview uniform must be purchased from the authorised agent (including the additional of 'Colours').

**All uniform items are to be worn correctly, without any adaptation.**

## GIRLS UNIFORM - SUMMER

- Highview dress (length - no more than 15cm above the knee when kneeling)
- Highview navy summer skirt (length 'as above')
- Highview Navy shorts
- White tailored cotton shirt with Highview logo (short sleeve). To be worn out over the skirt or shorts.
- White shirts for VCE – Year 11/12 have VCE logo
- Navy V-neck jumper with Highview logo (The VCE jumper for Year 11/12 has band stripes and VCE logo)
- Plain White or Navy blue mid-length or ankle socks (all socks must clearly cover ankles and be logo free)
- Plain black leather polishable school shoes with a maximum heel height of not more than 2cm. Shoes must either be lace up or T-Bar and must be worn done up at all times.

## GIRLS UNIFORM - WINTER

- Highview tartan winter skirt (length as above)  
**Navy summer skirt may not be worn as a winter item.**
- Navy trousers (tailored or unisex)
- White tailored cotton shirt with Highview logo (long sleeve).  
**To be worn tucked in skirt or trousers.**
- White tailored cotton shirt with Highview logo (short sleeved).  
**To be worn out over skirt or trousers.**  
White shirts for VCE – Year 11/12 have VCE logo
- Navy V-neck jumper with Highview logo  
(The VCE jumper for Year 11/12 has band stripes and VCE logo)
- Plain White or Navy blue mid-length or ankle socks  
**(all socks must clearly cover ankles and be logo free)**
- Plain navy tights may be worn

- Plain black leather polishable school shoes with a maximum heel height of not more than 2cm  
**Shoes must be lace up or have a T-Bar strap and must be done up at all times.**

### **BOYS UNIFORM - SUMMER**

- White cotton shirt (short sleeve). **To be worn out over trousers or shorts.**  
White shirts for VCE – Year 11/12 have VCE logo
- Navy V-neck jumper with Highview logo  
The VCE jumper for Year 11/12 has band stripes and VCE logo
- Navy shorts
- Plain White or Navy blue mid-length or ankle socks  
**All socks (without logos/stripes) must cover the ankle**
- Plain black polishable school shoes with laces (**not black leather runners**)

### **BOYS UNIFORM - WINTER**

- White cotton shirt with Highview logo (long sleeve).  
**To be worn tucked into trousers.**  
White shirts for VCE – Year 11/12 have VCE logo
- Navy V-neck jumper with Highview logo  
The VCE jumper for Year 11/12 has band stripes and VCE logo
- Navy tailored pants
- Plain White or Navy blue mid-length or ankle socks  
**All socks (without logos/stripes) must cover the ankle**
- Plain black polishable school shoes with laces (**not black leather runners**)

### **OUTDOOR USE ONLY (GIRLS AND BOYS)**

- Plain navy jacket or knee length navy coat
- Highview Sports jacket
- Plain Navy scarf
- School navy sun protective hat or cap for use during Recess and Lunchtimes. **The school hat is compulsory for all outdoor class activities in Term 1 and Term 4.**  
(School hats available from the Uniform Shop are the only acceptable headwear.)

### **SPORTS & PE UNIFORM (GIRLS & BOYS)**

- Navy basketball shorts (**no pockets - must be purchased from the Uniform Shop**)
- Navy blue and red Highview PE top (short sleeves)
- Highview College Sports jacket
- Plain navy tracksuit pants (discrete stripes and insignia permitted)
- White sports socks and runners

### **EXPECTATIONS IN REGARD TO PERSONAL APPEARANCE (BOYS & GIRLS)**

The Principal will determine whether any the Highview College uniform is being worn with respect for the expectations of the College.

#### **Hair**

- Always to be kept neat and tidy

- Off the face, and if necessary, pins/clips must be used to ensure that hair is not over the face
- Fringes are not to be below the eyebrows
- Shoulder length or longer must be tied back
- Ribbons, headbands, etc. must be navy, white or red (single colour and not excessive so as to draw comment)
- Hair should not be dyed in extreme colour, including unnatural colour streaks (no conspicuous colour)
- Hair is not worn or cut to extremes in style.
- Spikes, mohawks, hair extensions or unusual styles eg. untidy/unkempt ruffled look are not acceptable
- Hair cannot be any shorter than a Number 2 cut
- No facial hair; sideburns no longer than the earlobe

### **Tattoos**

- No visible tattoos of any kind

### **Nails**

- Nail polish must be light and neutral; colours are not acceptable
- Artificial nails are not permitted

### **Make-up**

- Light, natural look make-up will be accepted. Excessive make-up will need to be removed

### **Jewellery**

As a rule jewellery is not permitted to be worn with the Highview uniform.

Exceptions include:

- plain watches
- one pair of piercings in the ear lobes only:
  - small plain silver or gold sleepers
  - silver, gold, pearl or clear diamond studs (sizes defined at Reception)
- a small symbol or locket (not larger than a 5 cent coin) on a plain, light chain long enough to be worn concealed under a shirt or dress (and as long as it remains concealed).

Facial piercings, glitter, stickers, bangles (arm or ankle) are not to be worn. Only College sanctioned wristbands are allowed for the duration of a fundraising campaign eg. Mental Health Week – Beyond Blue.

All uniform decisions ultimately remain the responsibility of the School Co-ordinator, Deputy Principal – Pastoral Care or, ultimately, the Principal.

## **CASUAL CLOTHES DAY DRESS CODE**

From time to time the College invites students to wear casual clothes to school. For these occasions we seek to be clear about College expectations as to what is and what is not appropriate.

- All clothing is to be in a good and clean state of repair
- Shoes need to be enclosed (thongs are never acceptable)
- All policy relating to hair / jewellery / make-up / nail polish / facial piercings / glitter / stickers/ bangles etc. remains the same
- Clothing that contains language or graphics of a sexual, violent, profane or offensive nature are not acceptable
- All clothing must be of a 'modest' nature. Students should avoid:
  - exposed midriffs
  - a gap in clothing between the student's top and trousers
  - excessively short skirts or plunging necklines.

## **ENFORCEMENT OF UNIFORM POLICY**

If a student is out of uniform due to extenuating circumstances they must bring a note signed by a parent/guardian. Students choosing to be out of uniform will be excluded from class and their parents called.

While it is the student's prime responsibility to wear correct school uniform each day, we do seek the co-operation of parents in this matter.

Policy developed by Jenny Wardrop – 2011

Updated by Jenny Wardrop – 2012

Updated by Marion Martin – 2016