



ALBANY SENIOR HIGH SCHOOL

DRESS CODE POLICY AND PROCEDURES

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VERSION: 2.0

DOCUMENT HISTORY

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REVISION HISTORY

[illegible]

Rationale

The Student Dress Code sets out the standards of acceptable dress in relation to clothing and footwear worn by students at Albany Senior High School. The school community has endorsed the implementation of the Student Dress Code as it is a visible representation of the standards expected of students and plays an important role in promoting a positive image of the school. It also creates a sense of identity and pride among the students and wider school community, and helps students learn the importance of appropriate presentation. The Dress Code Policy operates in connection with the Good Standing Policy and the Albany Senior High School's Values Charter.

Albany Senior High School Uniform

Shirt	<ul style="list-style-type: none">• Albany SHS Polo; Green or White• Albany SHS Follow the Dream Polo; Green or White• Albany SHS Sports Polo (only to be worn in Physical Education and at approved events)
Formal dress	<ul style="list-style-type: none">• School Blazer (Prefects and at formal events)• White shirt with collar• Tie• Black pants or skirt with tights• Black leather shoes
Shorts and Pants	<ul style="list-style-type: none">• Albany SHS Microfibre Shorts;• Albany SHS Microfibre Trackpants;
Jumpers and Jackets	<ul style="list-style-type: none">• Albany SHS Brown Jumper• Albany SHS Softshell fleece lined track jacket• Albany SHS Country Week jacket; (only to be worn by Country Week students)• Albany SHS Leavers Jacket (Year 12 only).
Footwear	<ul style="list-style-type: none">• Closed footwear is required for health and safety reasons.

Acceptable non-uniform items include:

- white or black plain short or long sleeved under shirts;
- black tracksuit pants without logo;
- black pants with small non-school logo;
- black shorts with small non-school logo;
- black skirt or skorts;
- hats;
- black leggings/tights underneath approved shorts or skirts.
- A change of shorts or active wear for Physical Education classes (ONLY)

However, students are not permitted to wear:

- hoodies of any description;
- leggings/tights/gym gear without approved shorts/pants;
- any t-shirt except white or black under the Albany SHS school shirt;
- any windcheater, jacket or jumper that does not carry the Albany SHS logo;
- striped branded trousers;
- parachute style trousers that are not black;
- trackpants that are not black;
- thongs;
- slides;
- sandals;
- ugg boots/slippers;
- shoes with a high heel.
- uncovered tights/leggings or gym gear;
- denim clothing is not allowed at school as per the Department of Education policy (for further information please visit: www.det.wa.edu.au/schoolsandyou);
- jewellery which may pose occupational health and safety issues;
- shorts/skirts of an inappropriate length;

- hats containing offensive or inappropriate wording or logos.

All students are required to wear school uniform.

1. Students who are out of uniform for a valid reason should report to the Student Liaison Office before school to obtain a Uniform Pass.
2. At the beginning of each period, all teachers are to check that students are wearing correct uniform. Teachers are to request that all removable non-uniform items (jumpers, jackets) to be removed. If the student complies there is no further action.

Students who are unable to change out of the following items into school uniform via Student Services cannot be issued a Uniform Pass. These students will remain in Withdrawal until their parent/carer is able to deliver the correct uniform to them:

- Leggings without shorts or patterned leggings;
- A skirt or shorts which is too short;
- Any items of denim that are being worn and are unable to be removed.

Students who wear items of clothing that do not require immediate removal, but pose an occupational health and safety risk in laboratories, workshops and home economics rooms, will be excluded from educational activities and sent to time out due to safety reasons. This includes items such as thongs, slide, ugg boots and dangly jewellery and body piercings.

Students in breach of the School Dress Code may face loss of Good Standing status.

Exemptions from Compliance with the School Dress Code

Under Regulation 35(2) of the School Education Regulations 2000, the Principal may provide an exemption on any of the following grounds:

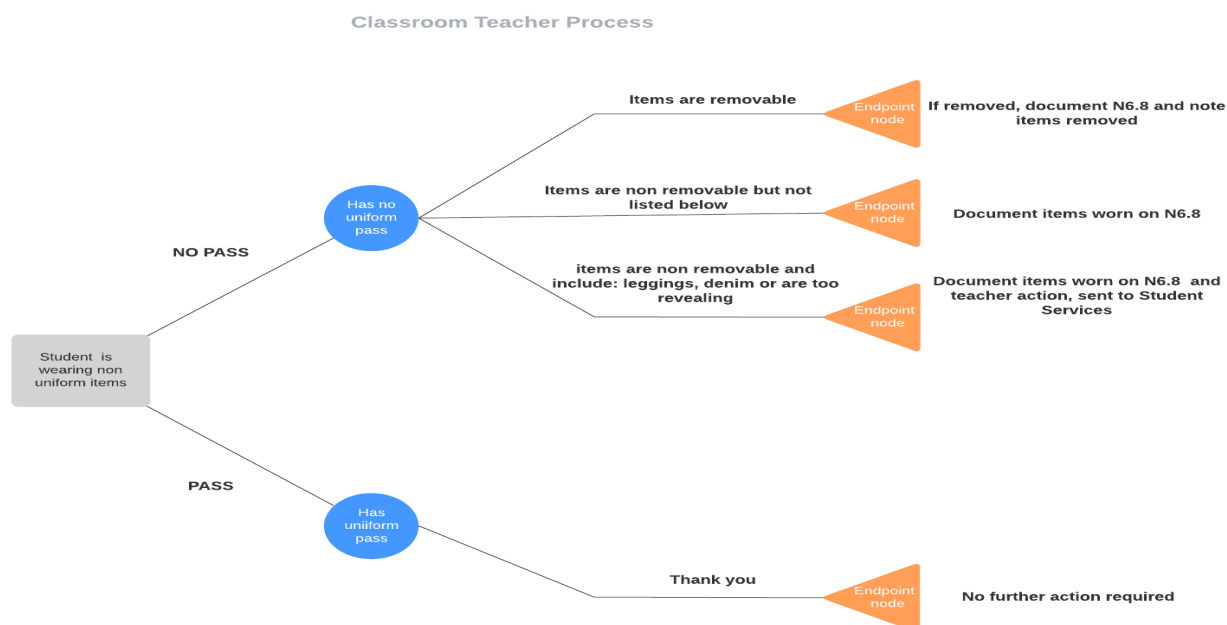
- the unavailability of an item;
- a matter relating to the student's health;
- a matter relating to the religious beliefs of the student or the student's family;
- a matter relating to the cultural background of the student or the student's family; or
- any other matter which in the principal's opinion is sufficient to exempt the student from complying with the requirement.

Procedure for Adhering to the Student Dress Code

	Classroom Teacher	School officer	Year Coordinator	PCSS	Duty Teacher	Student	Parent
DAILY							
Parents should ensure students have clothing for school that meets the Student Dress Code.							✓
Parents should provide a valid reason as to why the student is out of uniform either in writing, or by phoning the Liaison Office.							✓
All students are required to wear school uniform.						✓	
Students who are out of uniform for a valid reason should report to the Student Liaison Office before school to obtain a Uniform Pass.						✓	
If the school officer receives a valid reason for the lack of uniform, a neutral behavior entry is made as U10.11. <i>These entries do not count towards loss of Good Standing.</i>		✓					
Weekly reports for U10.11 and N6.8 are emailed to the Year Coordinator.		✓					
At the beginning of Period 1 each day, all teachers are to check that students are wearing correct uniform.	✓						
Students not in school uniform, are to have the uniform item recorded in N6.8 non compliance with school uniform UNLESS a uniform pass is provided upon request. This template will trigger a parent notification by email. <i>These entries count towards loss of Good Standing.</i>	✓						
At any stage in a day, a uniform blitz may be called as a strategy. All students out of uniform at that time and without a uniform pass are to be sent to the designated area by the teacher when requested.	✓						
Teachers are to request to view the student's Uniform Pass throughout the day when a student is found out of uniform. If the student does not have a dress pass then the teacher is to request that all removable non-uniform items (jumpers, jackets) to be removed. Refusal is dealt with as a square off in the behaviour policy and may result in time out.	✓						
If a student is present in class, out of uniform and does not have a uniform pass, a teacher for periods 2-5 may make an N6.8 chronicle entry ONLY if one has not already been entered for the day.	✓						
If a student is wearing the following items, they are to be sent to Student Services.	✓						
<ul style="list-style-type: none"> Leggings without shorts or patterned leggings; A skirt or shorts which is too short; Any items of denim that are being worn and are unable to be removed. 							

	<i>Classroom Teacher</i>	<i>School officer</i>	<i>Year Coordinator</i>	<i>PCSS</i>	<i>Duty Teacher</i>	<i>Student</i>	<i>Parent</i>
Repeated patterns of lack of access to, or lack of wearing school uniform are to be addressed with a parent meeting/discussion using U10.11 .			✓				
<p>As significant role models in our community, Staff at Albany Senior High School wear appropriate dress at all times with consideration for the needs of the workplace, occupational health and safety and attire appropriate to the profession.</p> <p>As a result, Staff are expected to wear and role model:</p> <ul style="list-style-type: none"> • Appropriate sun protection • High visibility vests while on duty • Covered shoes in practical areas • Eye protection • Aprons, gloves and hairnets where appropriate <p>The following items are deemed inappropriate:</p> <ul style="list-style-type: none"> • Thongs, ugg boots or slippers • Denim - blue • Revealing shorts or skirts that are too short • Hoodies • Jewellery or body adornment that poses an OHS risk • Clothing with large logos and branding, or images suggesting casual attire. 	✓	✓	✓	✓	✓		
Students with 3 or more N6.8 entries for lack of uniform without a reasonable excuse, will receive detention for each repeated occurrence after a parent meeting has been held.			✓				
In the yard							
<p>Students are not permitted in the yard at break times if they are wearing the following items. They are to be sent to the detention room at Break One and Student Services at second break. If they refuse, red card and behaviour management procedures apply.</p> <ul style="list-style-type: none"> • Leggings without shorts or patterned leggings; • A skirt or shorts which is too short; • Hoodies • Any items of denim that are being worn and are unable to be removed. 	✓		✓	✓	✓		

Appendix 1: Flow chart of school dress code procedures for Classroom Teachers



If the items are removable, the student is offered the opportunity to change clothing or receive Time Out