



# IMMACULATE HEART COLLEGE

*Through Mary to Jesus: "The Way, the Truth and the Life"*

*John 14:6*

## College Uniform Policy

Originally Released: August 2021

Date for Review: August 2023

Document # SM09

## 1. Rationale

The Immaculate Heart College namesake is our beloved Mother Mary. Under her guidance, we strive to develop classical Catholic values within our students and foster life-long learning with a vision of students achieving their God given potential. An outward sign of belonging to this community is the wearing of the school uniform that bears the school crest and motto. The uniform of an Immaculate Heart College student is a symbol of membership of the College Community. It encourages a sense of pride in appearance and for students to develop a sense of unity and belonging.

## 2. Principles

The Uniform Policy is to provide clear guidance, abiding by the following principles.

1. At Immaculate Heart College the obligation of students (Years PK –12) to wear a uniform is provided for in the contract between parent and the College at the time of enrolment.
2. In cases of genuine financial hardship parents/carers may apply for assistance with the supply of uniform.
3. Should an unusual situation occur when a child is temporarily unable to wear a uniform / or part of, a note from a parent/carer must accompany the child.
4. Our supplier, Lowes Ellenbrook, will provide uniforms to the school community. Some items may be available for purchase at College reception.
5. Price changes to the uniform will be governed by the uniform supplier.
6. Should changes be made to the College uniform, it will be a consultative process between the Principal, School Board, staff and parent body.
7. Final decision about changes to the school uniform rest with the Principal.

### General Standards and Expectations

1. Summer uniform is worn in Terms 1 and 4, winter uniform in Terms 2 and 3. The expectation is that students wear the appropriate uniform day one of each term.
2. Students are to wear the school sports uniform on the day they have Physical Education or sport activities.
3. At all times, students are expected to be well-presented in their uniform. Uniforms are to be clean, pressed and in good condition. Shoes are to be kept polished and sport shoes kept clean.
4. Students are expected to take pride in their personal appearance and to be neatly attired. Shirts to be tucked in, shorts and skirts are to be worn sitting on the waist. Uniform dresses and skirts are to be worn at or below knee length. Each student is expected to be properly attired in full school uniform whilst at the College, travelling to and from the College and when representing the College at external functions and events.
5. The College follows the Cancer Foundation's recommendations that the College hat must be worn all year during recess and lunchtimes and all outdoor activities.

6. If the student is unable to wear the correct uniform on a particular day, a note explaining the reason needs to be given to the class pastoral care teacher on the day.
7. A student who has not worn the correct uniform as specified in this policy will be given a pass for the day that must be displayed. The uniform infringement will be entered into the SEQTA platform. Ongoing infringements will be followed up by phone call to a parent/carer.

## Personal Presentation

### ALL

- Uniform items are to be neat and clean.
- All appropriate buttons must be fastened.
- Shirts are to be tucked in at all times.
- When a tie is worn, top button is to be fastened and knot pulled up to the top button.
- Uniform items are to be worn to size and design.
- Undergarments should not be visible (e.g., T shirts, bicycle or boxer shorts).
- Fashionable extremes in hair (length, style, braiding, unnatural colours) are not acceptable.
- Nail polish, hair or nail extensions and/or makeup are not part of the College uniform.
- Students are to have natural, neatly trimmed, short nails.

### Boys:

- Male students are to be clean shaven.
- Hair should be short (top sides and back), well-styled, brushed, neat and clean.
- Hair style is to exhibit a fringe that does not sit in the eyes or require pinning back, and hair length is to sit above the collar.
- Students must ensure colour is of their own natural hue.
- Extreme hair styles such as mullets, rat tails, undercuts, mohawks, extra-long fringes or any other non-conventional style cuts are considered a breach to the uniform policy.
- What is natural and conventional is at the discretion of the Principal.

### Girls:

- Girls' skirt/dress length must be no shorter than knee length when kneeling.
- Hair should be well-styled, brushed, neat, clean and off the face.
- Shoulder length hair should be tied back and clipped off the face.
- Navy blue, white elastics, or natural hues of ribbons, scrunchies or plain headbands may be worn.
- Students must ensure hair colour is of their own natural hue.
- What is natural and conventional is at the discretion of the Principal.
- Special consideration will be given to cultural requests. This will be at the Principal's discretion.

### Jewellery/Makeup:

- At the College, jewelry is not to be worn at school for safety and security reasons.

- A wristwatch, and a simple fine metallic neck chain with a cross or a religious medallion are acceptable.
- Only one pair of plain (and discrete) sleepers or studs is permitted.
- Medic alert bracelets are permitted to be worn.
- Makeup and nail polish, including extensions are not to be worn.
- Students are to avoid drawing on hands or any body part. Students who contravene these rules will be asked to remove the make-up, nail polish or body drawings at school.

No other piercings of any kind are to be worn with the College uniform at any time. All types of rings worn on the fingers are not permitted for Work Health and Safety reasons. Any other jewellery items worn will be confiscated and labelled. Items may be collected from Reception on the last day of the term.

Parents will be notified of uniform infringements by the pastoral class teacher. Parents are expected to support the College by correcting the uniform infringement within the week or within an agreed timeframe. Students who do not have the correct uniform may be excluded from College events.

<b>COLLEGE UNIFORM – SUMMER (Term 1 and Term 4)</b>	
<b>Boys</b>	<b>Girls</b>
Kindergarten and Pre-Primary	
College polo shirt (light blue) Faction polo shirt College sports shorts hat College hat Black Velcro sports shoes, with blue socks	College polo shirt (light blue) Faction polo shirt College sport shorts College hat Black Velcro sports shoes, with blue socks
Year 1 to Year 6	
College formal shirt, with crest College shorts College hat Black leather lace-ups or black polishable sneakers with blue socks Navy blue or black sandals (no socks)	College dress (and collar) with navy bicycle shorts College hat Black leather lace-ups or black polishable sneakers with blue socks Navy blue or black sandals (no socks)

Year 7 - 12

<p>College formal shirt, with crest</p> <p>College shorts</p> <p>College black leather belt</p> <p>College peak cap</p> <p>Shoes:</p> <ul style="list-style-type: none"> <li>• Black leather lace-ups with blue socks</li> <li>• Black polishable sneakers with blue socks or</li> <li>• Navy blue or black sandals (no socks)</li> </ul>	<p>College formal shirt, with crest</p> <p>College skirt with navy bicycle shorts</p> <p>College peak cap</p> <p>Shoes:</p> <ul style="list-style-type: none"> <li>• Black leather lace-ups with blue socks</li> <li>• Black polishable sneakers with blue socks or</li> <li>• Navy blue or black sandals (no socks)</li> </ul>
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**\*\*NOTE: All uniform items MUST be clearly labelled\*\***

**COLLEGE UNIFORM – WINTER (Term 2 and Term 3)**

<b>Boys</b>	<b>Girls</b>
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Kindergarten and Pre-Primary

<p>College polo shirt (light blue)</p> <p>Faction polo shirt</p> <p>College sports shorts or trackpants and jacket</p> <p>College hat</p> <p>Black Velcro sports shoes, with blue socks</p>	<p>College polo shirt (light blue)</p> <p>Faction polo shirt</p> <p>College sports shorts or trackpants and jacket</p> <p>College hat</p> <p>Black Velcro sports shoes, with blue socks</p>
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Year 1 to Year 6

<p>College formal shirt, with crest</p> <p>College tie</p> <p>College jumper</p> <p>College trousers or shorts</p> <p>College hat</p> <p>Shoes:</p> <ul style="list-style-type: none"> <li>• Black leather lace-ups with blue socks</li> <li>• Black polishable sneakers with blue socks or</li> <li>• Navy blue or black sandals (no socks)</li> </ul>	<p>College dress (and collar) with navy bicycle shorts</p> <p>College hat</p> <p>College jumper or cardigan</p> <p>Shoes:</p> <ul style="list-style-type: none"> <li>• Black leather lace-ups with blue tights or socks</li> <li>• Black polishable sneakers with blue tights or socks or</li> <li>• Navy blue or black sandals (no socks)</li> </ul>
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Year 7 - 12

College formal shirt, with crest

College trousers

College black leather belt

College peak cap

College jumper or blazer

Shoes:

- Black leather lace-ups with blue socks
- Black polishable sneakers with blue socks or
- Navy blue or black sandals (no socks)

College formal shirt, with crest

College skirt with navy bicycle shorts

College peak cap

College jumper, cardigan or blazer

Shoes:

- Black leather lace-ups with blue socks
- Black polishable sneakers with blue socks or
- Navy blue or black sandals (no socks)

**\*\*NOTE: All uniform items MUST be clearly labelled\*\***

**\*\*\*The College blazer MUST be worn at formal events. All students are expected to own a College blazer.**

### College Bags

Only the Immaculate Heart College Bags may be used, along with the excursion bag and library bag which is for carrying homework, readers, library books, student diary, and notes/letters.

### Hats and Sunscreen

All students are required to have an Immaculate Heart College hat for recess, lunchtime, Physical Education classes, and any other outdoor activities during school term. The rule: 'No hat? Play in the shade!' will apply to all students at the College. Students are expected to wear sunscreen at all times when outdoors. Though sunscreen will be available at the College, it is an expectation that parents will supply their own for their children.

### Uniform Changes

All uniform proposals, introductions and variations must be authorised by the College Principal. Leavers' jumpers may be worn by Year 6 and Year 12 students, as negotiated by the Year Level teacher/s, and College Principal.

### 3. Procedure

#### Uniform Referrals

In all cases students who breach the uniform expectations of this policy, will be given a pass indicating that the student has been spoken to about the infringement. Students who digress from the Uniform Code will be referred to their relevant Head of area.

- First Referral - The uniform breach is logged in SEQTA
- Second Referral – The parent/carer is notified, and a lunchtime Uniform Digression Restorative Time will be enacted.  
Contact with the parent/carer is to amend the uniform and provide an agreeable solution to the uniform breach.
- Third Referral – A Student/Parent/Carer interview with the relevant Head of School is arranged and the student is to attend an after-School Detention.

#### Uniform Difficulties

Where a student cannot comply with the Uniform and Dress Code:

- Parent/Carer will provide a note of explanation.
- Prior to classes, the student is to obtain a Uniform Pass from the College Reception which will be noted.
- Students must show the Uniform Pass to class teachers at the start of lessons.
- Students are expected to carry the Uniform Pass for that day and then return it to the College Reception.

### 4. Responsibilities

All Students, Parents/Carers and Teachers have a role to play in uniform management.

**Students** – must be fully aware of the Uniform Code, Uniform Digression Procedure and sanctions which apply for any breach of the Uniform Code.

**Parents/Carers** – must be fully aware of the uniform requirement, check students at home and respond to College communications.

**Staff** – all College staff share co-responsibility to manage the Uniform and Dress Code.

It is the responsibility of the **Principal** to ensure:

- processes for managing and processing elective changes are carried out in accordance with this documentation; and that
- this procedure and related documentation are reviewed routinely.

## 5. Related Documents

Type	Document	Doc #
	Code of Conduct	

## 6. Review

This policy will be reviewed every two years for validity.

Year of Review	Authored by:	Reviewed by:	Reason for amendments or review
August 2021	K. Knight	S. Shaw	Created formal policy to set guidelines for College uniform
January 2023	S. Da Luz	IHC Board	Updated language for equity and WHS and removed Appendix A