



# Uniform Policy

## Introduction

At Francis Catholic College (SFCC), we expect all our students to wear the uniform appropriately both in and out of school. A uniform dress code reinforces in students a pride in their own appearance, instils recognition of themselves as an integral part of the school community, and assists in developing pride in representing their school.

## Purpose

The purpose of the Uniform Policy is to:

- Promotes a collective sense of respect, responsibility, and identity
- Allows all students to feel equal, preventing competition based on clothing, trends and materialism
- Ensures each student's appearance reflects the expectations and spirit of our school community
- Ensures all students are dressed safely and responsibly to engage in all aspects of school life
- Encourages students to develop pride in their appearance and an understanding of the importance surrounding formal events
- Prepare students for the expectations of employment.

## Scope

All students of SFCC and their parents or guardians, are required to support this policy. Support of College policies is a condition of enrolment.

All staff of SFCC are to be aware of this policy, and are required to administer the uniform standards and other guidelines within this policy.

## Key features

The new St Francis Catholic College uniform is trans-seasonal and gender-neutral.

- All students can wear all items and there is no longer a summer and winter uniform. All items can be worn year-round, depending on the student's preference.
- There is an academic uniform and a sports uniform. Further details on when each should be worn are outlined in this policy.

## Uniform Transition Period

All 2023 Year 7 students and students new to the College in other year levels must purchase the new College uniform.

Current students can continue to wear the existing uniform for up to two years.

However, students are not permitted to wear combinations of the old and new uniform together.

The new uniform will be compulsory for all students from the start of 2025.

## General Requirements

### Wearing the uniform

The College has a set uniform and students are expected to wear it correctly. The uniform (either academic or sports) must be worn to and from school each day. Students are only permitted to wear the College sports uniform on days of PE and/or dance or drama, or as otherwise specified by the College Leadership Team. However, on days when there is a College assembly or House or College Mass, the full academic uniform must be worn instead of the sports uniform, even if PE and/or Dance or Drama classes are scheduled.

### Cleanliness

Uniforms are to be kept clean, pressed and mended, and school shoes must be clean and polished. It is recommended that all items of clothing are clearly named.

### Blazer

While travelling to and from the College the blazer must be worn. Students are representing the College and should have a blazer on at all times. During summer, students will be notified if the blazer is not required due to extreme heat (refer to Extreme Weather Policy). Furthermore, alternate jackets worn by students will be confiscated.

### Hats

The only hats permitted are the regulation College cap, bucket hat or beanie but they are not to be worn in classrooms.

### College Tie

If worn, the tie is to be done up to the shirt collar and worn correctly. The tie is compulsory for formal school events/assemblies/occasions/excursions and when full school uniform is specified.

### Length of skirt, dress and shorts

Skirts, dresses and shorts should be of a modest length.

### Jewellery

The only jewellery permitted in the ear are plain silver/gold studs or small sleepers. If sleepers are worn, they must be removed during PE and at other times as requested by staff.

No facial piercings.

A clear nose stud is permitted but a student will be sent home if there is refusal to remove any non-compliant jewellery.

Wearing a watch and chain with a small cross/crucifix is permitted.

Students wearing other jewellery will have these items confiscated.

### Appearance

Students are expected to keep a neat appearance at all times. Make-up should be discrete and natural. Nails should be of a short length and nail polish should be natural shadings only.

If a student requires artificial nails for a special occasion, they must provide a letter from a

parent/guardian that includes the date the nails will be removed.

Hair must be neat and tidy. Hair colour must be close to a natural hair colour. White, teal or navy ribbons; clear or hair-coloured combs, clips and beads.

Students will be sent home until hair is a natural colour. Facial hair is to be neat and tidy.

## St Francis Catholic College (SFCC) Academic Uniform – Year-round options for all students

<b>Blazer</b>	SFCC Blazer- <i>To be worn to and from school each day</i>
<b>Jumper</b>	SFCC Jumper
<b>Dress</b>	SFCC Dress - <i>Worn with white socks (no anklets)</i>
<b>Skirt</b>	SFCC Skirt - <i>Worn with white socks (no anklets) or navy blue tights</i>
<b>Slacks</b>	SFCC Slacks - <i>Worn with navy blue socks</i>
<b>Trousers</b>	SFCC Trousers - <i>Worn with navy blue socks</i>
<b>Shorts</b>	SFCC Shorts - <i>Worn with navy blue socks</i>
<b>Belt</b>	Plain Black with traditional plain silver or gold buckle.
<b>Shirt</b>	SFCC Shirt - <i>A plain white t-shirt may be worn under the school shirt. The sleeves are not to be seen.</i>
<b>Blouse</b>	SFCC Blouse - <i>A plain white t-shirt may be worn under the blouse. The sleeves are not to be seen.</i>
<b>Tie</b>	SFCC Tie - <i>If worn, the tie is to be done up to the shirt collar and worn correctly.</i>
<b>Socks</b>	White with the dress and skirt Navy blue with the slacks, trousers and shorts
<b>Tights</b>	Navy blue
<b>Shoes</b>	Black leather lace-up school shoes. Boots, black runners, gym shoes, black ballet-style shoes, buckle shoes, other black fashion shoes are not permitted.

## College Sport Uniform – Year-round options for all students

Students are only permitted to wear the College sports uniform on days of PE, dance and/or drama, or as otherwise specified by the College Leadership Team.

<b>Sport jacket</b>	SFCC Sport Jacket
<b>Rugby top</b>	SFCC Rugby top
<b>Track pants</b>	SFCC Track pants
<b>Short-sleeve polo top</b>	SFCC Short-sleeve polo top

**Note. No long sleeve t-shirt is permitted underneath a short-sleeve t-shirt.**

<b>Long-sleeve polo top</b>	SFCC Long-sleeve polo top
<b>Shorts</b>	SFCC Shorts
<b>Sports socks</b>	SFCC College sports socks
<b>Shoes</b>	The sports uniform requires appropriate footwear. Non-marking cross trainers/athletic runners are required for all PE lessons. For health and safety reasons, casual shoes/volley shoes must not be worn with the sports uniform.

***Hoodies or similar jackets are not permitted.***

## Other Items

<b>College bag</b>	SFCC College bag-compulsory
<b>Scarf</b>	SFCC Navy blue and teal
<b>Turban/Patka</b>	Navy blue
<b>Cap</b>	SFCC Cap
<b>Bucket hat</b>	SFCC Bucket hat
<b>Beanie</b>	SFCC Beanie

## Catholic Regional College Academic Uniform (permitted until February 2025)

<b>Blazer</b>	CRC blazer - <i>to be worn to and from school each day</i>
<b>Jumper</b>	CRC jumper
<b>Dress</b>	CRC dress - <i>worn with white socks (no anklets)</i>
<b>Skirt</b>	CRC tartan kilt - <i>worn with navy blue socks (no anklets) or navy blue tights</i>
<b>Slacks</b>	CRC Slacks -Navy blue with CRC monogram - <i>worn with navy blue socks</i>
<b>Shorts</b>	CRC Shorts - <i>Worn with navy blue socks</i>
<b>Belt</b>	Plain Black with traditional plain silver or gold buckle.
<b>Shirt</b>	White long or short sleeve shirt with CRC monogram - <i>a plain white t-shirt may be worn under the school shirt. The sleeves are not to be seen.</i>
<b>Tie</b>	CRC tie - <i>If worn, the tie is to be done up to the shirt collar and worn correctly.</i>
<b>Shoes</b>	Black leather lace-up school shoes. Boots, black runners, gym shoes, black ballet-style shoes, buckle shoes, other black fashion shoes are not permitted.

## Catholic Regional College Sports Uniform (permitted until February 2025)

Students are only permitted to wear the College sports uniform on days of PE or Drama, or as otherwise specified by the College Leadership Team.

<b>Sports jacket</b>	CRC Sports jacket
<b>Rugby top</b>	CRC Rugby top
<b>Track pants</b>	CRC Track pants
<b>Short-sleeve polo top</b>	CRC Short-sleeve polo top
<b>Shorts</b>	CRC Shorts
<b>Waterproof jacket (Optional)</b>	
<b>Sports socks</b>	CRC sports socks only
<b>Shoes</b>	The sports uniform requires appropriate footwear. Non-marking cross trainers/athletic runners are required for all PE lessons. For health and safety reasons, casual shoes/volleyball shoes must not be worn with the sports uniform.

***Hoodies or similar jackets are not permitted.***

### Uniform Expectations

The uniform requirements set out in this policy must be adhered to at all times. This includes wearing the sports uniform only on PE, Dance, and/or Drama days.

Students will be in breach of the Uniform Policy under the following circumstances:

- Wearing the sports uniform on days when they do not have scheduled PE, Dance and/or Drama classes.
- Not wearing the full academic uniform on days when College assemblies or a House or College Mass are held (even if PE, Dance, and/or Drama classes are scheduled for the student).
- Wearing combinations of the academic uniform and sports uniform.

A breach of the Uniform Policy will result in the item being confiscated and taken to student reception, and an Incorrect Uniform notification will be sent home and sanctions will be applied (see Appendix). The student can collect the item(s) at the end of the day.

Parents should communicate with their child's House Mentor the reason their child is not wearing the correct uniform and the timeframe for which this is expected to occur.

Student reception will record the breach using codes U for uniform and J for jewellery.

If wearing the uniform becomes a repeated problem – parents will be contacted, and the student will be asked to remain home until the problem is rectified. A parent meeting will be organised.

## Uniform Supplier – Academy Uniforms

The college uniform is sold exclusively through Academy Uniforms and can be ordered online [www.academyuniforms.com.au](http://www.academyuniforms.com.au) and delivered to the school.

10/85 Mt Derrimut Rd, Deer Park VIC 3023. Phone: 03 8385 9111 Uniforms can also be ordered online at [www.academyuniforms.com.au](http://www.academyuniforms.com.au)

*Username: CRC Melton - Password: melton*

## Definitions

### Community service

Community service is work that the student performs for the benefit and improvement of the school community such as grounds upkeep, specific subject area tasks and support, school clean up etc.

## References

Extreme Weather Policy

## Document Information

<b>Approved by:</b>	Leadership team
<b>Approval date:</b>	01/8/2023
<b>Risk rating:</b>	Medium
<b>Version history</b>	
V4.0	August 2023

## Appendix – Managing uniform non-compliances

*Please see next page.*



# St Francis

CATHOLIC COLLEGE

## UNIFORM FLOW CHART

The uniform requirements set out in this policy must be adhered to at all times. This includes wearing the sports uniform only on PE, dance, and/or drama days. Students who wear their sports uniform on non-PE, dance and/or drama days, or combinations of the full formal uniform and sports uniform will be in breach of the Uniform Policy.

A breach of the Uniform Policy will result in the item being confiscated and taken to student reception. Item(s) can be collected at the end of the day.

### Level 1

- Item confiscation (if applicable) and student warning is issued in regards to the incorrect uniform being worn.

### Level 2

- Item confiscation (if applicable) and student warning is issued in regards to the incorrect uniform being worn.
- Community Service is issued by House Leader.
- House Mentor will remind the student of the Uniform Policy.
- House Mentor will contact parents/guardians to inform them that this has occurred.

### Level 3

- Item confiscation (if applicable) and student warning is issued in regards to the incorrect uniform being worn.
- Community Service is issued to student by House Leader
- Meeting is held with the Director of Student Wellbeing.
- Student must check-in with House Leader to show the wearing of correct uniform for the remainder of the term (if fewer than five weeks).

### Level 4

- Item confiscation (if applicable) and student warning is issued in regards to the incorrect uniform being worn.
- Community Service is issued to student by House Leader
- Student is sent home (if practicable) or the Restorative Room for the day.
- Meeting is held with the Deputy Principal – Student Wellbeing

**Refusal to comply at any stage of the flow chart will result in the student being sent home until the uniform complies with College policy.**