



UNIFORM POLICY

RATIONALE

The College uniform is part of the College's identity and aligns with our Vision, Mission and Values. It is important to maintain high standards of dress that reflect the tone of the College, which we wish to portray to the wider community. It also ensures that students are a credit to themselves, their families and the College. Wearing uniforms provides a common standard for all students and gives a sense of belonging. It ensures safe work and play practices, contributes to good discipline and engenders pride in personal presentation for future work goals.

POLICY

The wearing of full school uniform is compulsory as is the wearing of sports uniform on relevant sports days.

By signing the enrolment commitment, parents/carers and students accept the uniform code prescribed by the College, without variation.

PROCEDURES

1. All uniforms items except socks, stockings and shoes are to be purchased from the College Uniform shop.
2. Presentation must be clean, neat and tidy and uniform appropriately worn.
3. All students wearing the uniform are representing the College from leaving home in the morning until returning home.
4. No graffiti or writing on uniform items that are worn.
5. Uniform variations will be communicated to parents/carers for each situation such as excursions, special days etc.
6. Students who present to school in incorrect uniform for excursions will remain at school. No refunds will be given.
7. Any student not in full school uniform must present in appropriate attire similar to uniform, with a note of explanation signed by parent/carer to give to their class teacher/year advisor. The wearing of correct uniform must be addressed within a reasonable time frame as determined by the Executive staff or principal.



8. A 'No Hat - No Play In The Sun' policy will apply at the College.
9. Any permanent alterations to the College uniform needs to be approved by the College Board. Parents and students may be consulted.
10. Final interpretation of this policy and its procedures is determined by the Principal. Appeals may be made to the College Board.

Consequences:

As per the signed Enrolment Commitment, all College students will wear the applicable college uniform each day, unless a variation has been approved by the Executive staff or Principal. Failure to comply with this uniform policy will result in disciplinary procedures. For Primary students the class teacher will monitor and administer appropriate consequences, including contacting parent/carer. For ongoing defaults, the matter will be referred to the Primary Coordinator for disciplinary action.

Secondary students will have a uniform default recorded. Defaults will be tracked. Disciplinary action will be taken by Executive staff.

Consequences may include letters to parents, confiscation of item, executive detentions, suspensions or termination of enrolment. Appeals can be made to the College Board.

HERITAGE COLLEGE SYDNEY UNIFORM	
PRIMARY GIRLS' UNIFORM	
UNIFORM ITEM	REQUIREMENTS
Terms 1&4	
Check dress	Worn at or below the knee (not above)
White ankle socks	Above ankle bone
Plain black leather shoes	Clean and polished. Fully enclosed due to WHS. Buckle shoes acceptable.
College cap/ hat	Worn with peak towards the front. Necessary at all times when outdoors in sun.
Terms 2&3	
Tartan pinafore	Worn at the knee (not above)



White shirt	Buttons fastened
Navy College jumper (with emblem)	In good condition, not faded or damaged.
Black 70 denier stockings or white socks	Stockings must be worn on Photo Day
College crossover tartan tie	Worn on top button

PRIMARY BOYS' UNIFORM

UNIFORM ITEM	REQUIREMENTS
Terms 1&4	
White collared shirt with short sleeves	Tucked in. Buttons fastened
Grey shorts	Purchased from Uniform shop or from retailer recommended by Uniform Coordinator, if correct fitting unavailable.
Ankle socks	Above ankle bone
Plain black leather shoes	Clean and polished. Fully enclosed due to WHS
College cap/ hat	Worn with peak towards the front. Necessary at all times when outdoors in sun.
Term 2&3	
White collared shirt with long or short sleeves	Tucked in
Grey College trousers	Purchased from Uniform shop or from retailer recommended by Uniform Coordinator, if correct fitting unavailable. No grey cargo pants or jeans
Navy College Jumper (with emblem)	In good condition, not faded or damaged
College tartan tie	Tied correctly and pushed up to collar

SECONDARY GIRLS' UNIFORM

UNIFORM ITEM	REQUIREMENTS
White College shirt	Worn over skirt (not tucked in) and buttons fastened. White or skin-coloured undergarments beneath shirt.



Years 7-10 - Tartan skirt	Worn at the knee (not above). Not rolled up at waist
Ankle Socks	White and above ankle bone
Black 70 denier stockings	Term 2&3 stockings to be worn, unless a medical issue. All girls to wear stockings on Photo Day.
Plain black lace up leather shoes	Clean and polished. No canvas or ballet flat type shoes. Fully enclosed due to WHS
College cap	Worn with peak towards the front. Necessary at all times when outdoors in sun.
Years 7-10 - Navy college Jumper (with emblem)	In good condition, not faded or damaged
Years 11-12 - Navy Skirt	Worn at the knee (not above). Not rolled up at waist
Years 11-12 - College blazer	Always worn on formal occasions and on excursions, where stipulated. Term 1&4 Worn as a layer of warmth, if needed. Term 2&3 Worn to and from College, roll call, assembly. Sleeves not pushed or rolled up.
Years 11-12 – Teal jumper (with emblem)	Worn for additional warmth under blazer

SECONDARY BOYS' UNIFORM

UNIFORM ITEM	REQUIREMENTS
White collared shirt, with short or long sleeves	Tucked in. Buttons fastened
Years 7-10 - Grey College trousers or shorts	Items are to be purchased from Uniform shop or from retailer recommended by Uniform Coordinator, if correct fitting unavailable. No grey cargo pants or jeans. Worn on waist with plain black belt. Undergarments not visible. Shorts may be worn in Terms 1&4.
Grey business socks	Above ankle bone
Plain black leather lace up shoes	Clean and polished. Fully enclosed due to WHS



College cap	Worn when outdoors in sun
Years 7-10 - Navy Jumper (with emblem)	In good condition, not faded or damaged
Years 7-10 – Tartan tie	Term 2&3. Tied correctly and pushed up to collar
Years 11-12 - Grey College Trousers	Items are to be purchased from Uniform shop. No grey cargo pants or jeans. Worn on waist with plain black belt
Years 11-12 - Navy tie with stripe	Worn all year. Tied correctly and pushed up to collar
Years 11-12 - College blazer	Always worn on formal occasions and on excursions, where stipulated. Sleeves not pushed or rolled up. Term 1&4 Worn as a layer of warmth, if needed. Term 2&3 Worn to and from College, roll call, assembly.
Years 11-12 – Teal jumper (with emblem)	To be worn for additional warmth under blazer
SPORTS UNIFORM	
College sport shirt	In good condition. Worn on Sport or PE days
Navy College shorts	Appropriate size and length.
Sport socks	White
Sports shoes	Lace up supportive joggers. Boots for soccer/Oztag/athletics etc are only to be worn for Excel sporting programs and at Gala days/carnivals
College cap/hat	Worn at all times when outdoors in sun
College tracksuit	Jacket may be worn over jumper on cold days.
CARNIVALS/GALA DAYS	
Modest swimwear	One-piece swimsuit for girls. Board shorts and rash shirts permitted.
Sports shorts, College sports shirt or College house coloured shirts	Purchased from Uniform shop
Sports shoes	Lace up supportive joggers



OTHER ITEMS	
College Bag	College bag must be purchased from Uniform store. No other bag permitted. No graffiti or stickers
Hair	All: Clean, tidy and conservative. Natural colour. Girls: If girls' hair is below the shoulder it needs to be securely tied in a ponytail, bun etc. away from the face. Fringe not covering eyes. Hair may be worn half up, hair down on school photo day only. Boys: Hair to be above the collar. Fringe not covering eyes. Boys to be clean shaven.
Hair Accessories	Hair accessories to be in College colours
Jewellery	Watches to be discreet. No Smart Watches. Medical warning bracelets or medical warning necklaces are permissible. Boys: No jewellery permitted. Girls: One set of pierced earrings (one in each earlobe only). They may be either small sleepers or studs in gold, silver, pearl or clear stone. No other colour allowed. No other jewellery permitted.
Make-Up	No visible foundation. No eye makeup
Nails	Nails to be short and clean. No coloured polish.
Musical performances	Black trousers (not jeans, tights or leggings) OR black skirt (past the knee when seated). Long sleeved white collared shirt (players will be supplied with tie/bow-tie/vest as required). Black socks under trousers, or black tights under skirts. Polished black shoes, black hair accessories Casual performances e.g. Fair – Neat casual appropriate clothes with College Music Polo shirt
Piercings and Tattoos	Body, face, tongue piercings or tattoos not permitted. Girls: One set of pierced earrings (one in each earlobe only): See Jewellery. Band-Aids to cover ring/stud, thence removed before coming to school.
Scarves/Gloves/Beanies	Scarves and gloves may be worn outside only in cold weather and are to be in College colours. Beanies are



	not part of school uniform.
Science lessons	All hair tied back. Enclosed shoes. Lab coats and safety equipment provided.
School events not requiring uniform	For Mufti days and camps, clothes are to be modest and appropriate. Covered footwear. Year 12 formal clothes are to be modest in accordance with the College ethos.
Technology and IT Timber	College provided aprons, closed toe leather shoes (sport shoes on Sport days). Hair tied back. Ties removed during practical lessons where machinery is used but must be put back on before leaving room.

ACCOUNTABILITIES

Position	Accountabilities
All students	Adhere to the College Uniform Policy
All parents	<ul style="list-style-type: none">Support the College by ensuring children are in school uniform or that a written note/email is provided
All teachers and administration staff	<ul style="list-style-type: none">Monitor and encourage wearing of correct uniform
Executive team	<ul style="list-style-type: none">Administer any necessary consequences of non-compliance with policy
Principal	<ul style="list-style-type: none">Final interpretation of policy and administering consequences

DEFINITIONS

Term	Definition
Nil	

REFERENCES

Documents that should be referred to in conjunction with this Policy/Procedure are listed below:



Document Type	Title
Legislation	
Code of Practice	Enrolment Commitment
Standards	
Other Policies	College Vision, Mission and Values
Guides	
Forms	Uniform order form

DOCUMENT CONTROL

1. Ownership and Approval of this Document

Role	Name	Position title	Date
Owner/creator	Felicity Shields	Principal	29/10/2018
Approver			

2. Review

Stage	Date
Original Policy/Procedure	
Policy/Procedure revised	16/06/2015
This review	29/10/2018
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