



### Uniform at Port Hacking High School July 2024

The department supports the wearing of a school uniform, which promotes a sense of belonging for students and creates a positive identity for the school community. School uniforms also contribute to the personal safety of students by allowing easier recognition of students inside the school and in the community. Schools expect students to wear the uniform during school hours, while travelling to and from school, and when engaged in school activities out of school hours.

<https://prod65.education.nsw.gov.au/policy-library/policies/pd-2004-0025>

#### Policy statement

- 1) The department requires that schools set local school uniform requirements.
- 2) Schools expect students to wear the uniform during school hours, while travelling to and from school, and when engaged in school activities out of school hours.
- 3) Schools expect students to wear the uniform during school hours, while travelling to and from school, and when engaged in school activities out of school hours.
- 4) School uniform requirements should consider the diverse nature of a school's student population.
- 5) School uniform requirements should consider the diverse nature of a school's student population.

#### Audience and applicability

- 1) NSW public schools, all staff
- 2) Parents and carers of students attending Port Hacking High School

#### Context

- 1) Department of Education School Uniform Policy (last updated 17/5/2022) <https://prod65.education.nsw.gov.au/policy-library/policies/pd-2004-0025>
- 2) Department of Education Code of Conduct Policy (last updated 21/2/2024) <https://education.nsw.gov.au/policy-library/policies/pd-2004-0020>
- 3) Department of Education Student Welfare Policy (last updated 21/3/2024)
- 4) Department of Education Work Health and Safety Policy (last updated 28/10/2019) <https://education.nsw.gov.au/policy-library/policies/pd-2013-0454>

#### Responsibilities and delegations

##### School/Principals

- i) The department requires that schools set local school uniform requirements.
- ii) The department supports the wearing of school uniforms, which promotes a sense of belonging for students and creates a positive identity for the school community. School uniforms also contribute to the personal safety of students by allowing easier recognition of students inside the school and in the community.
- iii) Schools expect students to wear the uniform during school hours, while travelling to and from school, and when engaged in school activities out of school hours.
- iv) Each school's uniform must be the result of formal consultation with students, teachers and other staff, parents or carers, and the school community (including the parents and citizens' association).
- v) Schools must advise parents on how they can access financial support if they are unable to purchase uniform items. To assist families, schools should organise facilities such as clothing pools.

- vi) A school's response to a student not wearing uniform should be appropriate, fair and consistent, and a student cannot be suspended or expelled for not wearing school uniform. Schools should positively encourage students to wear a school uniform.
- vii) Schools must have written agreements in place to set out the terms and conditions of a 'uniform shop' and 'supply arrangements'. Schools must comply with procurement requirements to have an on-site uniform shop operated by any party other than a parents and citizens association.

Teachers/all staff

- i) Monitor school uniforms daily and record instances of incorrect uniforms on Sentral.
- ii) Follow up with students who are consistently in the incorrect uniform and implement appropriate and consistent consequences where relevant.

Parents/Carers and students

- i) Provide their child/children with a school uniform that meets the schools' uniform requirements and raise any concerns with the principal.
- ii) Students are to wear a school uniform that meets the schools' uniform requirements.

**Monitoring and review**

The Director, Student Engagement and Interagency Partnerships monitors the implementation of this policy, regularly reviews its contents to ensure relevance and accuracy, and updates it as needed. Schools are to set and monitor uniform compliance, review and analyse data on a regular basis.

## Communication to parents

### Uniform Policy at Port Hacking High School

The wearing of an official school uniform is *compulsory* for all students at Port Hacking High. This has been supported by the P & C. Our uniform identifies and connects the student with this school and gives the student a sense of belonging to the school population. Parents of new students are advised to provide their children with the school uniform as quickly as possible, so that they too can share this pride in the uniform and in the school for which it stands.

If there is an acceptable reason for a student to be out of uniform, a note should be brought from home stating the reason and the length of time involved. The student should report this to their Period 1 teacher to obtain an out-of-uniform pass for that day. This will be added to Sentral as an official record. **Adherence to the uniform policy is monitored by the school and follow up on students who are consistently out of uniform will be consistent and appropriate.**

- Students must wear all black leather shoes (synthetic or genuine leather), as per information on following pages.
- The striped school socks are compulsory. Students are permitted to wear black stockings/tights.
- Students are permitted to wear the Port Hacking High hat, cap or beanie that is either plain black or navy blue.
- Trousers and shorts should be at waist height and of neat appearance.
- Scarfs that are black or blue are acceptable
- Students should not wear excessive make-up or jewellery. Hair should be clean and tidy. Extreme styles and colours which detract from the Port Hacking uniform appearance are not acceptable. The Senior Executive will determine what is deemed unacceptable.
- Most high school students are not of a legal age to obtain a tattoo. Students with a tattoo will need to cover it up and not have it visible. The Senior Executive will decide what is acceptable and what is not.
- **Hoodies are never acceptable, nor are visible long-sleeved undershirts.**
- **Sports track suit pants are only acceptable on Thursdays for years 7-10 students only.**
- All articles of clothing and personal possessions should be labelled clearly, including shoes.

**When directed to wear full school uniform (including correct shoes and socks) for all excursions, incursions, school events etc, students are required to comply. Students who present to these instances without the correct uniform will not be permitted to attend the activity.**

### **INDUSTRIAL ARTS**

Students in Year 7 and Year 8 participate in mandatory Industrial Arts lessons. When working in specialist rooms, students must observe strict safety and hygiene practices by wearing a protective apron and appropriate shoes. **(Please see page 4 on acceptable shoes for these practical lessons.)**

Department of Education regulations state:

“Where a student’s hair is of such length as to create a hazard in the practical workshop, the hair must be confined by a hair net or snood while the student is in the workshop.”

The school supplies safety eye protection which must be worn when operating machines. Safety issues regarding use of equipment are addressed in class. Students are expected to conform to safety standards.

### **SCIENCE**

Students are provided with safety goggles which must be worn during all practical activities. Fully enclosed leather (or imitation leather) shoes, as per school uniform, must be worn to enter a working laboratory.



## SCHOOL UNIFORM

On the next pages are details of the school uniform for students.

New items of uniform may only be purchased from Lowes (Westfield Shopping town, Miranda). Lowes supports the school each year with a donation based on sales. If financial assistance is required in order to purchase uniform items, parents are encouraged to contact the school for confidential support. Navigate this site to purchase school uniform items <https://www.lowes.com.au/schools-online/port-hacking-high-school>

A school Clothing Pool operates where used items of uniform can be purchased at reduced prices. The Clothing Pool is available on request and funds support the P & C. Students with items of school uniform they no longer require and wish to donate to the school are asked to hand these items to the office so they may be added to the Clothing Pool.

Port Hacking High School requires students to wear appropriate and acceptable footwear in-line with Work Health and Safety requirements and legislation according to NSW Department of Education Policy.

<p><b><u>Acceptable School Shoes</u></b> <b><u>(Mon, Tues, Wed &amp; Fri)</u></b></p> 	<p><b><u>Acceptable School Shoes</u></b></p> <p>These shoe examples meet uniform standards and Work Health &amp; Safety regulations.</p> <p><b>Features:</b></p> <ul style="list-style-type: none"><li>• Fully black leather (synthetic or genuine)</li><li>• No Mesh visible.</li><li>• Lace up only.</li><li>• Upper foot protection</li><li>• Stepped heel (no higher than 3cm)</li><li>• Worn with Port Hacking striped socks only.</li></ul>
<p><b><u>Acceptable Sports Shoes</u></b> <b><u>(Thursday Sport &amp; PE lessons only.</u></b> <b><u>NOT suitable for practical classes)</u></b></p> 	<p><b><u>Acceptable Sports Shoes</u></b></p> <p>These shoe types meet uniform standards although will <b>NOT</b> be appropriate for practical subjects where leather shoes must be worn by students.</p> <p><b>Features:</b></p> <ul style="list-style-type: none"><li>• Lace up (no slips on)</li><li>• Cover all the top of the foot.</li><li>• Provides arch support.</li><li>• Ankle support &amp; sole protection</li></ul>

### Unacceptable Shoes

These examples **DO NOT** meet uniform code.

#### Unacceptable features include:

- Most of the upper foot is unprotected.
- Smooth sole with little or no grip
- Thin, soft leather offering little protection.
- Canvas upper e.g. Converse, Vans, Rubens
- Large leather boots\_



## **PROCESSES FOR STAFF**

It is imperative that staff are aware of and comply with school uniform processes. Port Hacking High School is committed to developing, sustaining, and growing a culture of high expectations and uniform is an integral part of that vision.

### **Daily uniform monitoring**

Staff are to consistently carry red uniform notes and conduct uniform checks during the Period 1 administration allocation, where the rolls are marked, and announcements are communicated. Students that present with items of incorrect uniform are to be recorded in Sentral. These records will be monitored, and appropriate consequences delivered to students that are consistently out of uniform. Faculties that require specific uniform items to be worn for practical lessons such as PDHPE and Industrial Arts are to monitor students that are in incorrect uniform and issue appropriate and consistent consequences.

### **Uniform for all events including incursions and excursions.**

Organising staff are to communicate the requirements for students in terms of uniforms and ensure that students comply. Students that are in incorrect uniform for incursions, excursions should be not permitted to participate and will be referred to the faculty Head Teacher or Deputy Principal where required.

### **Uniform and media advertising.**

Staff are to ensure that pictures of students that will be used in formal marketing or communications such as posts on the school social media accounts are carefully checked to ensure that all students are in correct school uniform.