



## Uniform Policy and Procedures

*Version: Updated December 2024*

### Purpose

The purpose of this document is to communicate the uniform expectations for all students in Years 7 to 12 at Sandgate District State High School. The uniform policy is designed to promote a sense of belonging, pride, and discipline among our students. It is a reflection of our commitment to a positive and inclusive learning environment and ensures recognition of our students in the community. Our school uniform provides easy identification of students for supervision and security reasons, ensures workplace health and safety obligations are met, and is cost effective for parents.

### Uniform Procedure

1. The school uniform is to be worn in complete sets as identified in this Uniform Policy.
2. The uniform must be worn in its entirety to and from school.
3. **Formal Uniform must be worn each Monday** and at formal school occasions where students are representing the school. Special events (such as ANZAC parade, school photos etc.) are also classified as formal uniform days. Students may also be required to wear their formal school uniform for excursions throughout the year. The appropriate uniform attire is outlined on each excursion permission form. The school community will be notified in advance of additional formal uniform days.
4. Students may wear either formal or sports uniform from Tuesday to Friday unless they are representing the school at official functions or it is a designated special event day where formal uniform must be worn.
5. **Students must wear their all black leather or 'leather look' school shoes at all times** when not involved in HPE, ADP or sport related events. A pair of shoes for sports reasons is allowed during lessons or events only.
6. **If a student is unable to wear any part of a uniform for any reason, a note from a parent or carer must be provided to the Year Level Deputy Principal before school** on the day of the issue. Any uniform variation will be assessed on a case-by-case basis. Students will be provided with a uniform pass if they follow this procedure and the uniform variation is deemed acceptable by the Deputy Principal.
7. Incorrect jumpers will not be accepted at any time. Students must leave non-school jumpers at the office for the day. Students will be provided with a clean jumper for the school day upon request.
8. Students who do not provide a valid reason for not correctly wearing the uniform with explanation from a parent/carers (see point 6 above) may be issued with a consequence for each infringement of the uniform policy. Consequences may include parent/carers contact and/or student detention. Persistent non-compliance with the uniform policy will impact a student's ability to comply with the School Representation Policy.

### Uniform Standards for all Students with all Uniform Options

For reasons of uniformity, the school uniform must be worn in complete sets as outlined (see pages 6 to 9).

School uniforms are not to be altered in any fashion, including but not limited to:

- Cutting and shortening of hemlines (in reference to knee height of school dress)
- Rolling up of sleeves, trousers, winter tracksuit pants, dress/skirt and shorts
- Graffiti or writing on uniform items
- Underclothes (including undershirts) should not compromise our uniform standards and are not to be visible.

## Personal Presentation and Appearance Standards

Students must ensure they maintain a neat and tidy appearance through ensuring they abide by the following personal presentation and appearance standards.

**Hygiene:** Personal cleanliness is the responsibility of each student and normal acceptable personal hygiene standards must be maintained by all students.

**Underwear:** Is required to be worn under all uniforms. Underwear must not be visible.

**Hair:** Must be clean and groomed in a neat style. Moderation of acceptable hairstyles is at the discretion of the school Executive.

The following guidelines must be adhered to:

- Only natural hair colour is acceptable. Bright colours or bright streaks are not permitted.
- All students with hair length that passes the base of the collar are required to neatly tie their hair up and off their face, secured with elastics or ribbon. Hairbands, hairclips, or pins should be worn if necessary to hold hair off the face.
- Elastics, ribbons, headbands, and clips/pins must be only school colour maroon, gold-yellow, black, or white, or colour matched to the student's natural hair colour.
- Head coverings required to be worn for religious reasons should be plain black, white or in school colours.

**Facial Hair:** Any facial hair must be neatly trimmed and short.

**Body art or tattoos** are not permitted and must be completely covered with flesh-coloured material or tape. Cultural tattoos must be approved in a conversation with the school principal prior to obtaining.

**Cosmetics and fingernails:** Students are not permitted to wear make-up or coloured nail polish except for tinted moisturisers or French or clear polished nails. Nail length must be moderate and is at the discretion of the administration.

### Jewellery:

#### The following jewellery is permitted:

- Students with pierced ears may wear a maximum of 2 plain gold or silver sleepers or studs per ear only.
- Students may wear a watch. Smart watches must be in aeroplane mode and are not permitted in exam rooms.
- Necklaces must not be visible and must be worn below the collar only.

#### The following jewellery is not permitted:

- Jewellery such as large dangling earrings, bracelets, rings, facial piercings, such as nose rings and eyebrow rings, or any visible body piercing are neither safe nor suitable for school wear and **are not permitted**. Clear facial piercings are not permitted.
- No rings are to be worn on any fingers.

## Footwear

Shoes must be black non-porous leather upper (or 'leather look') for both the Formal Uniform and Sports Uniform. Polishable shoes are a requirement, which is why suede, mesh and canvas footwear is not allowed.

The following footwear style is acceptable for both the Formal Uniform and Sports Uniform:



The following formal style footwear is also acceptable with the Formal Uniform:



### Unacceptable footwear includes:

- flat soled sports shoes or joggers, except when in ADP or HPE
- Shoes with a mesh / cloth upper are only to be worn for HPE/ADP and sports lessons
- flat soled "street" or "skate" shoes (e.g., "Vans")
- ballet flats or Mary-Jane style shoes
- any type of ankle boot or above ankle height boot (excluding boots in trade training centre and Industrial Technology and Design)
- platform shoes or shoes with a heel greater than 3cm
- sandals or thongs
- canvas and cloth shoes (e.g., Dunlop Volley, Converse, or Vans)
- slip on shoes or zip up shoes
- shoes with graffiti/decoration, or shoes with white or coloured laces (i.e., only black laces are permitted)
- Shoes with white soles

When purchasing shoes, care and caution is required to avoid disappointment and unnecessary expense. If parents or carers are unsure, please contact the school.

The image below shows examples of unacceptable school shoes for the formal and sports uniform (refer to ADP/ HPE advice re sporting shoes):



### Shoes for HPE/ADP or Sport

Students may bring appropriate sports shoes for HPE or ADP lessons or school sports events or sports days. These do not need to be black, but must only be worn for the duration of the lesson or sports event. Teachers will advise students on which days they will require their sports specific shoes.

### Sun Safety

In view of the dangers of exposure to the sun in Queensland, students are required to wear the school cap or bucket hat and sunscreen for all outside activities, including on the courts at break times. It is recommended that students also wear the school cap or bucket hat whenever outside, including travelling to and from school.

Sunscreen is available to students on request and is also available at all sporting activities.

## **Approved Non-Uniform Days or Events**

At least once per term, the Student Representative or Student Support Team, with the approval of the school principal, have the authority to designate a non-uniform day. On these designated days, students can attend school dressed in accordance with a specific accessory, clothing item, or casual attire, as determined by the nature of the event and subject to approval by the School Community.

Non-Uniform Day events organised by the Student Representative Council (SRC) may serve as fundraising activities or as a means to raise awareness about particular issues or initiatives. The funds collected during these events are allocated by the SRC to support a variety of projects, all of which are identified and endorsed by the school principal in order to enhance the daily experiences of all students.

During Non-Uniform Days, students who are not taking part in the event must adhere to the school uniform guidelines outlined in this policy. If a Non-Uniform Day coincides with a formal uniform day, students are not permitted to opt for the sports uniform. The sole exception to the Non-Uniform Day rule applies to those actively participating in the event, who may wear the school uniform with the designated accessory, clothing item, or casual dress as nominated by the SRC for that particular day.

Advance notice will be provided to the school community prior to Non-Uniform Days. This communication will clearly specify the acceptable attire for the occasion.

Considerations for acceptable clothing for non-uniform days:

- School dress on such days must adhere to sun-safety, workplace health and safety
- Students are not permitted to wear singlet tops, spaghetti straps or midriff tops
- Students are not permitted to wear leggings/yoga pants unless covered with shorts
- Shorts must reach mid-thigh
- Symbols or slogans on clothing items need to be appropriate and must not cause offence or embarrassment
- Normal school rules apply to the wearing of jewellery and make-up
- Shoes must have a tongue and substantive uppers to meet Workplace Health and Safety requirements (ie no canvas, no mesh)

## Formal Uniform – Option 1

	Item	How to wear item
<b>Shirt (Junior 7-9)</b>	Formal school shirt	The shirt is not required to be tucked in. The collar must be turned down. Sleeves are not to be rolled up.
<b>Shirt (Senior 10-12)</b>	Formal school shirt	The shirt must be tucked in. The collar must be turned down. Sleeves are not to be rolled up.
<b>Shorts</b>	Grey formal school shorts (poly/viscose) Black leather belt	The length to the shorts is to the top of the knee.
<b>Trousers</b>	Grey formal school trousers Black leather belt	The length of the trousers is to cover the buttocks and to the top of the shoe heel at the back.
<b>Tie</b>	Years 10 to 12 only Sandgate District State High School tie – maroon with yellow stripes	Worn to cover the top button with length to belt buckle/top button of shorts.
<b>Shoes</b>	Black leather upper or equivalent lace up shoes (see footwear section of the uniform policy for more details)	Shoes must be all black leather uppers and in good order.
<b>Socks</b>	Grey, mid-length above the ankle but no higher than the bottom of the calf	Grey socks are to be worn with both shorts and trousers.
<b>Jumper</b>	Maroon knitted jumper with school logo OR Maroon, white and gold microfibre jacket OR Plain maroon pullover	Must be worn on torso and not pulled over hands. Jumper to be in good condition. No hoodies will be accepted.
<b>Blazer</b>	Optional with formal uniform	With formal uniform only
<b>Hat</b>	School branded bucket hat OR school branded cap	Must be worn when doing outside activities and is recommended to be worn to and from school.



## Formal Uniform – Option 2

	Item	How to wear item
<b>Dress</b>	Formal school dress	Must be worn at knee length (not higher) with no visible undergarments. Collars are to be worn turned down and the sleeves must not be rolled up.
<b>Tie</b>	Years 10 to 12 only Sandgate District State High School tie – maroon with yellow stripes	Worn attached to the collar of the dress.
<b>Shoes</b>	Black leather upper or equivalent lace up shoes (see footwear section of the uniform policy for more details)	Shoes must be all black leather uppers and in good order.
<b>Socks</b>	Plain white, mid-length above the ankle	Plain white socks are to worn above the ankles OR wear black tights.
<b>Tights</b>	Black tights only	Plain black, high denier tights (50 to 80 denier) and to be worn without socks.
<b>Jumper</b>	Maroon knitted jumper with school logo OR Maroon, white and gold microfibre jacket OR Plain maroon pullover	Must be worn on torso and not pulled over hands. Jumper to be in good condition. No hoodies will be accepted.
<b>Blazer</b>	Optional with formal uniform	With formal uniform only
<b>Hat</b>	School branded bucket hat OR school branded cap	Must be worn when doing outside activities and is recommended to be worn to and from school.



### Formal Uniform – Option 3

	Item	How to wear item
<b>Shirt</b>	Formal school blouse	The blouse is not tucked in. The collar must be turned down. Sleeves are not to be rolled up.
<b>Shorts</b>	Grey formal school shorts (poly/viscose) Black leather belt	The length to the shorts is to the top of the knee.
<b>Trousers</b>	Grey formal school trousers Black leather belt	The length of the trousers is to cover the buttocks and to the top of the shoe heel at the back.
<b>Tie</b>	Years 10 to 12 only Sandgate District State High School tie – maroon with yellow stripes	Worn to cover the top button with length to belt buckle/top button of shorts.
<b>Shoes</b>	Black leather upper or equivalent lace up shoes (see footwear section of the uniform policy for more details)	Shoes must be all black leather uppers and in good order.
<b>Socks</b>	Plain white, mid-length above the ankle but no higher than the bottom of the calf	Plain white socks are to be worn with both shorts and trousers.
<b>Jumper</b>	Maroon knitted jumper with school logo OR Maroon, white and gold microfibre jacket. OR Plain maroon pullover	Must be worn on torso and not pulled over hands. Jumper to be in good condition. No hoodies will be accepted.
<b>Blazer</b>	Optional with formal uniform	With formal uniform only
<b>Hat</b>	School branded bucket hat OR school branded cap	Must be worn when doing outside activities and is recommended to be worn to and from school.





## Sports Uniform – All Students

	Item	How to wear item
<b>Shirt</b>	Maroon, white and gold striped school polo shirt	The shirt is not tucked in. The collar must be turned down. Sleeves are not to be rolled up.
<b>Shorts</b>	Maroon school sports shorts with school logo	The length to the shorts is to the top of the knee.
<b>Socks</b>	Plain white, mid-length above the ankle but no higher than the bottom of the calf	Plain white socks are to be worn. Socks must be visible above the shoe.
<b>Shoes</b>	Black leather upper or equivalent lace up shoes (see footwear section of the uniform policy for more details)	Shoes must be all black leather uppers and in good order.
<b>Jumper</b>	Maroon knitted jumper with school logo OR Maroon, white and gold microfibre jacket. OR Plain maroon pullover	Must be worn on torso and not pulled over hands. Jumper to be in good condition.
<b>Trackpants</b>	Maroon school microfibre tracksuit pants.	Must be long enough to cover socks. Worn only with jumper in term 3 or on cold days only.
<b>Hat</b>	School branded bucket hat OR school branded cap	Must be worn when doing outside activities and is recommended to be worn to and from school.

