



Department of
Education

DRESS CODES FOR STUDENTS POLICY

DRESS CODES FOR STUDENTS PROCEDURES

This PDF contains the following documents:

Document 1:

Dress Codes for Students Policy v2.2

Effective: 28 April 2015

Last updated: 4 August 2015

Document 2:

Dress Codes for Students Procedures v2.2

Effective: 28 April 2015

Last updated: 4 August 2015



Department of
Education

DRESS CODES FOR STUDENTS POLICY

EFFECTIVE: 28 APRIL 2015

VERSION: 2.2 FINAL

Last updated: 4 August 2015

1 POLICY STATEMENT

Dress codes for students are determined by school councils and boards in consultation with students, their parents and staff of the school.

2 POLICY RULES

Public schools are required to have a dress code and students are required to comply with the code unless they have been granted an exemption.

For all schools other than senior colleges, clothing made from denim is not to be included in a school's dress code.

Exemptions and sanctions will be managed in accordance with the *School Education Regulations 2000* and requirements in the *Dress Codes for Students Procedures*.

Guidance

Dress codes are tangible evidence of the standards expected of students. A school's dress code plays an important role in promoting a positive image of the school and creating a sense of identity among students.

The benefits of dress codes include:

- *promoting safety of students through easier identification;*
- *keeping costs of clothing within reasonable limits for parents; and*
- *assisting students to learn the importance of appropriate presentation.*

Being suitably groomed is part of the process by which students learn to engage with employers and the community. In this context clothing made from denim is not appropriate in a school's dress codes.

3 RESPONSIBILITY FOR IMPLEMENTATION AND COMPLIANCE

Implementation of the policy is the responsibility of principals.

Compliance monitoring is the responsibility of line managers.

4 SCOPE

This policy applies to all principals.

5 SUPPORTING PROCEDURES

Dress Codes for Students Procedures

6 DEFINITIONS

DRESS CODE

Document providing standards of what is acceptable in relation to the clothing worn by students at the school including headwear, footwear and aspects of personal presentation.

NON-COMPLYING STUDENT

A student who:

- does not comply with a requirement of the school's dress code;
- has reached the age of 6 years and 6 months at the time of the alleged non-compliance or would have reached that age during the calendar year in which the alleged non-compliance occurred; and
- has not reached the age of 18 years at the time of the alleged non-compliance.

SCHOOL UNIFORM

Clothing of specific colour and/or design worn by students of the school as a means of identification, as specified in the school's dress code.

SCHOOL DRESS ADVISORY PANEL

Sub-group of the school council or board, including at least one school staff member, with the specific role of providing assistance and support in relation to compliance with the dress code.

7 RELATED DOCUMENTS

RELEVANT LEGISLATION OR AUTHORITY

Equal Opportunity Act 1984 (WA)

Disability Discrimination Act 1992 (Cth)

Occupational Safety and Health Act 1984 (WA)

Racial Discrimination Act 1975 (Cth)

School Education Act 1999 (WA)

School Education Regulations 2000 (WA)

Sex Discrimination Act 1984 (Cth)

RELATED DEPARTMENT POLICIES

Behaviour Management in Schools

Enrolment Policy

School Councils Policy

Student Health Care

OTHER DOCUMENTS

Contributions, Charges and Fees Manual

Student Allowances

8 CONTACT INFORMATION

Policy manager: Manager, Policy and Governance

Policy contact officer: Principal Policy Officer, Policy and Governance
T: (08) 9264 5077

9 REVIEW DATE

28 April 2018

10 HISTORY OF CHANGES

Effective date	Last update date	Policy version no	TRIM no	Notes
1 January 2007	29 November 2013	1.0	D13/0637033	Updated contact information. D13/0573788.
1 January 2007	19 March 2015	1.1	D15/0100525	Contact information updated to reflect change in position from Director, Office of the Director General to Executive Director, Organisational Governance. D15/0085666
28 April 2015		2.0	D15/0140445	Major review undertaken and split into policy and procedures. Endorsed by Corporate Executive 13 February 2015.
28 April 2015		2.1	D15/0147253	Updated contact information. D15/0147219. Version 2.1 updated prior to version 2.0 becoming effective.

28 April 2015	4 August 2015	2.2	D15/0305027	Updated contact information D15/0260244
---------------	---------------	-----	-------------	--



Department of
Education

DRESS CODES FOR STUDENTS PROCEDURES

EFFECTIVE: 28 APRIL 2015

VERSION: 2.2 FINAL

Last updated: 4 August 2015

CONTENTS

1	POLICY SUPPORTED.....	3
2	SCOPE	3
3	PROCEDURES.....	3
3.1	DEVELOPING AND CHANGING DRESS CODES	3
3.2	SUPPORT AND ASSISTANCE	3
3.3	EXEMPTIONS FROM COMPLIANCE WITH THE DRESS CODE	4
3.3.1	EXEMPTIONS.....	4
3.3.2	EXEMPTIONS FROM THE REQUIREMENT TO EXCLUDE DENIM	4
3.4	NON-COMPLIANCE WITH THE DRESS CODE	5
4	DEFINITIONS	6
5	RELATED DOCUMENTS	6
6	CONTACT INFORMATION.....	7
7	REVIEW DATE	7
8	HISTORY OF CHANGES	7
	APPENDIX A. DEVELOPING AND CHANGING DRESS CODES.....	9
	APPENDIX B. EXEMPTIONS.....	10

1 POLICY SUPPORTED

Dress Codes for Students Policy

2 SCOPE

These procedures apply to all principals.

3 PROCEDURES

3.1 DEVELOPING AND CHANGING DRESS CODES

The principal will:

- ensure the school council or board has determined the dress code, which does not include clothing made from denim, in consultation with the school community (refer to 3.2.2 Exemptions from the Requirement to Exclude Denim); and
- ensure the school has developed procedures, in consultation with the school community, to change the school's dress code.

Guidance

Procedures for developing and changing the dress code are approved by the school council or board.

For more information refer to Appendix A.

3.2 SUPPORT AND ASSISTANCE

The principal will:

- ensure the school has developed procedures, in consultation with the school community, for supporting compliance and providing assistance; and
- provide parents with information regarding the conditions for financial assistance, including the pension and health care cards that attract direct assistance at the secondary level.

Guidance

Support and assistance are effective ways of achieving compliance.

Procedures for supporting compliance with the dress code are approved by the school council or board.

Details of the secondary clothing allowance can be found in the document [Student Allowances on the Department's Policies website](#).

Parents may need to be made aware that there are deadlines for submitting applications for secondary assistance and late applications are usually not successful.

School management of the dress code is a balance between establishing standards, allowing reasonable opportunity for individual self-expression, and taking account of diversity. Non-confrontational approaches assist in clarifying the reasons for objections to complying with the dress code.

Support may be available in the form of clothing exchanges and loan schemes.

Schools may choose to fund outfits for use on school outings or for daily wear as appropriate.

3.3 EXEMPTIONS FROM COMPLIANCE WITH THE DRESS CODE

3.3.1 EXEMPTIONS

The principal will:

- ensure the school has developed procedures, in consultation with the school community, for considering exemptions from the dress code;
- take into account the *School Education Regulations 2000* (reg 35) when considering applications for exemptions from parents, adult students and independent minors;
- apply the procedures when considering an exemption; and
- provide full details of an exemption to the students concerned, their parents (if applicable) and their teachers (reg 35).

Guidance

Procedures for considering exemptions from the dress code are approved by the school council or board.

For further information refer to Appendix B.

3.3.2 EXEMPTIONS FROM THE REQUIREMENT TO EXCLUDE DENIM

The principal will:

- submit an application from the school council to the Director General to seek an exemption for senior students (Years 11 and 12) from the requirement for no clothing made from denim, prior to the end of the preceding academic year; and
- demonstrate that clothing made from denim is the most appropriate option.

Guidance

Senior Colleges may include clothing made from denim in their dress code without the need to apply for an exemption.

Denim may be an option because of a significant vocational education and training emphasis including 'on and off the job' training.

Where an exemption from the requirement to exclude denim applies, students should still be neat and dressed in accordance with other provisions in the school's dress code.

3.4 NON-COMPLIANCE WITH THE DRESS CODE

The principal will:

- ensure the school has developed procedures, in consultation with the school community, for managing non-compliance, including exemptions and sanctions;
- arrange for students who do not comply with the dress code and their families to be counselled and their concerns resolved where possible;
- apply only those sanctions prescribed in the School Education Regulations 2000 (reg 36) where all other avenues for achieving compliance are unsuccessful, and provided it can be demonstrated that financial reasons are not a contributing factor to non-compliance;
- not apply suspensions, exclusions, or prevent non-complying students from attending or participating in any school activity where the activity, in the opinion of the principal, is an essential part of the student's educational program (reg 36); and
- not apply sanctions that might damage later career prospects (such as negative mentions in references or school reports).

Guidance

Procedures for managing non-compliance with the dress code are approved by the school council or board.

A school dress advisory panel may be convened to provide assistance and support with addressing a student's non-compliance with the dress code.

Under the School Education Regulations 2000, Regulation 36, if a non-complying student is enrolled in a primary program, sanctions will be limited to the following actions only:

- *preventing the student from attending any activity in which the student would have been representing the school; or*
- *preventing the student from attending or participating in any school activity which, in the opinion of the principal, is not part of the educational program.*

Under the School Education Regulations 2000, Regulation 36, if a non-complying student is enrolled in an educational program other than a primary program, the principal of the school may apply the following sanctions:

- *prevent the student from attending any activity in which the student would have been representing the school;*
- *prevent the student from attending or participating in any school activity which, in the opinion of the principal, is not part of the educational program; or*
- *any other sanction that is part of the school's behaviour management plan.*

4 DEFINITIONS

DRESS CODE

Document providing standards of what is acceptable in relation to the clothing worn by students at the school including headwear, footwear and aspects of personal presentation.

SCHOOL UNIFORM

Clothing of specific colour and/or design worn by students of the school as a means of identification, as specified in the school's dress code.

SCHOOL DRESS ADVISORY PANEL

Sub-group of the school council or board, including at least one school staff member, with the specific role of providing assistance and support in relation to compliance with the dress code.

NON-COMPLYING STUDENT

A student who:

- does not comply with a requirement of the school's dress code;
- has reached the age of 6 years and 6 months at the time of the alleged non-compliance or would have reached that age during the calendar year in which the alleged non-compliance occurred; and
- has not reached the age of 18 years at the time of the alleged non-compliance.

5 RELATED DOCUMENTS

RELEVANT LEGISLATION OR AUTHORITY

Equal Opportunity Act 1984 (WA)

Disability Discrimination Act 1992 (Cth)

Occupational Safety and Health Act 1984 (WA)

Racial Discrimination Act 1975 (Cth)

School Education Act 1999 (WA)

School Education Regulations 2000 (WA)

Sex Discrimination Act 1984 (Cth)

RELATED DEPARTMENT POLICIES

RELATED DEPARTMENT POLICIES

Behaviour Management in Schools

Enrolment Policy

School Councils Policy

Student Health Care

OTHER DOCUMENTSContributions, Charges and Fees ManualStudent Allowances**6 CONTACT INFORMATION**

Policy manager: Manager, Policy and Governance

Policy contact officer: Principal Policy Officer, Policy and Governance

T: (08) 9264 5077

7 REVIEW DATE

28 April 2018

8 HISTORY OF CHANGES

Effective date	Last update date	Policy version no	TRIM no	Notes
1 January 2007	29 November 2013	1.0	D13/0637033	Updated contact information. D13/0573788.
1 January 2007	19 March 2015	1.1	D15/0100525	Contact information updated to reflect change in position from Director, Office of the Director General to Executive Director, Organisational Governance. D15/0085666
28 April 2015		2.0	D15/0140450	Major review undertaken and split into policy and procedures. Endorsed by Corporate Executive 13 February 2015.

28 April 2015	28 April 2015	2.1	D15/0147258	Updated contact information. D15/0147219. Version 2.1 updated prior to version 2.0 becoming effective.
28 April 2015	4 August 2015	2.2	D15/0305037	Updated contact information D15/0260244



APPENDIX A. DEVELOPING AND CHANGING DRESS CODES

Under Regulation 34 of the *School Education Regulations 2000*, parents and students must be provided with details of the school's dress code in writing at the time of enrolment and when there are changes to the code.

At the secondary level a dress code entails a school uniform and clothing standards to cover a range of study, training and work options in which students engage. These may be explicit, detailed and mandated.

At the primary level a dress code entails a school uniform and clothing standards to cover the range of activities undertaken in a primary program. These may be less explicit and detailed than at the secondary level.

Dress codes should meet local circumstances, the need of individual students and general safety and equity standards.

Consideration should be given to clothing that is affordable, comfortable, made from easy care fabric, appropriate for activity, and suitable for all body shapes.

The school's dress code may extend to other items if the school council considers it appropriate for local circumstances. For example, the dress code may specify:

- clothing for workplace, sporting and extra-curricular activities;
- headwear or footwear;
- safety requirements for outdoor and extra-curricular activities; and
- the personal presentation of students, for example hairstyles and the wearing of jewellery.

Links with suppliers, availability of garments, type, durability and manufacturer cost increases are some factors to consider, particularly when determining compulsory items.

All clothing should be carefully considered in order to ensure students do not pose risks to themselves during vigorous activity; for example, hats with long strings and little sun protection are problematic.

Where schools include logo bearing items in their dress code for students, non-logo bearing alternatives, which are similar in style and/or colour, may be considered by the school council or board as a means of moderating the financial impact experienced by some families.

Changes to dress codes should be:

- based on advice from students, parents and staff;
- based on information from regular reviews of the dress code, including patterns of exemption granted to date; and
- introduced only after reasonable notification to parents.

Feedback from staff, parents and students is best sought in ways that suit the local community.

Procedures for changing the school's dress code are approved by the school council or board.

APPENDIX B. EXEMPTIONS

An application for exemption and any exemption granted may apply to individuals, all students at the school or to all students in a specific category.

Where an exemption applies, students should still be neat and dressed in accordance with other provisions in the school's dress code.

Procedures for managing exemptions from the school's dress code are approved by the school council or board.

Under Regulation 35(2) of the *School Education Regulations 2000*, the principal may provide an exemption on any of the following grounds:

- the unavailability of an item;
- a matter relating to the student's health;
- a matter relating to the religious beliefs of the student or the student's family;
- a matter relating to the cultural background of the student or the student's family; or
- any other matter which in the principal's opinion is sufficient to exempt the student from complying with the requirement.

Principals should use their own discretion as to the level of formality and the duration of an exemption. Temporary exemptions, for instance, may be provided informally when the dress code becomes impractical because of a lack of suitable clothing for extreme weather conditions or a temporary health condition.

Under Regulation 35(4) of the *School Education Regulations 2000*, the details of an exemption must include:

- each requirement of the dress code which the student is exempt from complying with;
- the time period for which the exemption has effect;
- the grounds for the exemption; and
- any relevant condition.

Consideration should be given to conscientious objectors who object to a school's dress code.

For the purposes of this policy, conscientious objectors should demonstrate that:

- their objection stems from an inward conviction of what is morally right or wrong;
- their view has been formed following a process of profound thought about the subject; and
- is not influenced by any consideration of personal advantage or disadvantage either to themselves or others.

The *School Education Act 1999* (s 223) provides that a person who is aggrieved by a decision may request the Minister for Education to review the procedure by which the decision was made.