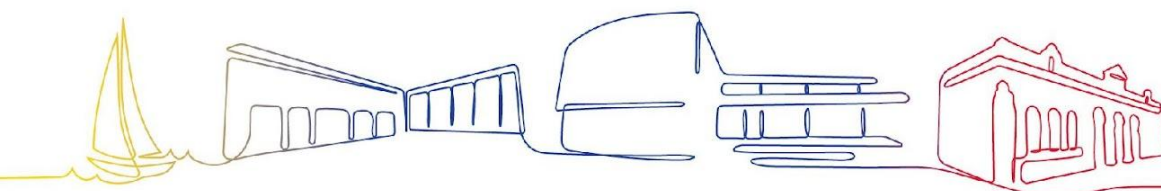




WILLIAMSTOWN  
HIGH SCHOOL

# Student Uniform Policy

|                                                         |                |
|---------------------------------------------------------|----------------|
| Review cycle                                            | 3 - 4 years    |
| Department of Education DE requirement for local policy | Optional       |
| Source of requirement                                   | Not applicable |
| Consultation requirement                                | Nil            |
| Approval requirements                                   | School Council |
| Developed/Approved                                      | 2025           |
| Due for review                                          | 2029           |



HOLD FAST

# Student Uniform Policy

## 1. PURPOSE

The purpose of this Student Uniform Policy is to outline Williamstown High School's requirements for student dress and appearance and to provide information about uniform purchase and support, dress code implementation and exemption processes.

This uniform policy has been developed by Williamstown High School's School Council in close consultation with our school community to ensure that it respects the rights of individual students whilst reflecting the values and interests of our community.

The Student Uniform Policy aims to:

- Promote a sense of identity and pride, cohesion and good order in the school.
- Allow all students to feel equal.
- Prevent bullying and competition on the basis of clothing.
- Ensure students' appearance reflects the expectations of their school community.
- Enhance the profile and identity of the school and its students within the wider community.
- Strengthen the spirit of community within the school.
- Enhance individual student safety and group security.
- Ensure all students are dressed safely and appropriately for school activities.
- Prepare students for the expectations of workplaces.
- Encourage students to present themselves appropriately for a particular role.

## 2. SCOPE

Students are expected to comply with this Student Uniform Policy while traveling to and from school, during school hours and when attending school activities and events, as required.

## 3. UNIFORM AND APPEARANCE

**A list of Williamstown High School uniform items is included at the bottom of this policy, as Appendix A.**

### General appearance

School uniform is compulsory for all students, during the school day and when travelling to and from school, and at school events as required.

- Uniform items should be clean and in good repair.
- Uniform items should be clearly marked with the owner's name.
- Additional layers of clothing may be worn underneath the uniform for warmth, provided these undergarments are completely hidden and don't impact the presentation of the student dress code.
- Williamstown High School students can wear any uniform item regardless of gender.

# Student Uniform Policy

- Cultural and religious headwear (e.g., hijab, pagri) can be worn in school colours (red, yellow, blue, black).

## **Health and safety**

The following health and safety requirements also apply to the student dress code:

- Students with pierced ears/other body piercings are to wear small, stud type jewellery to ensure safety in all learning environments.
- Jewellery needs to be simple, in small amounts and appropriate to the learning environment.

Please note that specific learning areas may require additional safety measures. For example:

- Physical Education/Sport classes - removal of jewellery.
- Technology classes - hair tied back, removal of jewellery.

## **4. PURCHASE OF UNIFORMS**

Uniform items can be purchased:

- In-person from the uniform shop at the Bayview Street Campus. See [Dobson's website](#) for opening hours.
- Online from [Dobson's website](#).
- Permitted non-branded uniform items can be purchased externally from department stores. See **Appendix A** at the bottom of this document for specific requirements.

The School Council has consulted with the school community and worked to ensure the student uniform is affordable. However, if you are facing difficulty meeting uniform costs the [Help with school costs and fees](#) page provides advice on support offered by the Victorian Government. If your child is starting Year 7 and is eligible to receive support via the [Camps, Sports and Excursions Fund](#) (CSEF), you may be eligible to access the Affordable School Uniform program through [State Schools' Relief](#).

Please contact the school's Student Wellbeing Coordinator to discuss support that we may be able to provide.

## **5. IMPLEMENTATION**

Williamstown High School will ensure that this Student Uniform Policy and uniform item list is communicated to all families and students through various platforms (see section '8. COMMUNICATION' below). We will assist students who may be experiencing difficulties complying with this policy, wherever possible.

If you know your child will be out-of-uniform on a particular day, please sign a written note that your child can hand to their Year Level Coordinator (YLC). YLCs will provide them with a signed WHS Uniform Pass for the duration required. Students will need to keep this WHS Uniform Pass with them for its duration. For uniform

passes that require an extended period, YLCs will add a note to the student's Compass profile for visibility to other staff.

If a student is out of uniform without a signed note from a parent or otherwise breaches the Student Uniform Policy, parents will be notified via Compass. YLCs will speak with the student and a reteaching may occur. If non-compliance with the dress code becomes a continued occurrence, YLCs will be informed and they will issue the student with additional reteachings. A phone call or parent meeting will also occur to discuss the Student Uniform Policy and any support required. In these events, the school will continue to work with the student and family to support compliance.

Measures taken by Williamstown High School to address concerns about non-compliance with the Student Uniform Policy will also be addressed in accordance with our [Student Wellbeing and Engagement Policy](#).

## 6. EXEMPTIONS TO STUDENT DRESS CODE

We acknowledge that the enforcement of this Student Uniform Policy may impact students differently.

Students and their parents or carers may apply to the school, in writing, for an exemption to this Student Uniform Policy if:

- An aspect of the code:
  - prevents students from being able to attend school or participate in school activities on the same terms as other students because of the [personal characteristics referred to in human rights and anti-discrimination requirements](#).
  - offends a religious belief held by the student or parents/carers.
  - prevents students from complying with a requirement of their religious, ethnic or cultural background.
- The student has a particular disability or health condition that requires a departure from the dress code.
- The student or the parents/carers can demonstrate financial hardship that prevents them from complying with the dress code.

When the principal receives a request for an exemption, they will:

- Consider the grounds for the exemption request.
- Explain the process to the student and/or their parents/carer.
- Guarantee that issues of a personal nature revealed to substantiate the request will be strictly confidential.
- Encourage the student and/or their parents/carers to support their application with evidence (e.g., a letter from a relevant health professional explaining the circumstances and the need for an exemption, and duration).

# Student Uniform Policy

The principal or delegate will then try to negotiate a resolution that is acceptable to all parties, including providing advice about support with meeting uniform costs if appropriate. If an exemption is not permitted, a reason will be provided to the family.

## 7. CONCERNS ABOUT THE STUDENT UNIFORM POLICY

Williamstown High School welcomes feedback from the school community in relation to this Student Uniform Policy. If you have a concern or complaint about the Student Uniform Policy, further information about raising a concern or complaint is available in our school's [Complaint Policy](#).

## 8. COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website.
- Reminders in our school W-Files newsletter and via Compass.
- Discussed in student forums and assemblies.
- Included in transition and enrolment packs for families.
- Discussed at parent information evenings/sessions.
- Included in staff handbook/manual.
- Discussed at staff briefings/meetings as required.
- Hard copy available from school administration upon request.

Views on our student dress code have been invited from the whole school community including:

- Parents/carers.
- Students.
- Teachers and other school staff.

The school community consultation invited feedback about uniform cost and affordability. This feedback has been recorded, carefully considered and incorporated into the Student Uniform Policy where appropriate.

## 9. FURTHER INFORMATION AND RESOURCES

- Williamstown High School [Sun Protection Policy](#)
- Williamstown High School [Complaint Policy](#)
- Williamstown High School [Student Wellbeing and Engagement Policy](#)
- Williamstown High School [Inclusion and Diversity Policy](#)
- Department of Education [Student Dress Code](#)
- Department of Education [Student Engagement](#)

## 10. POLICY REVIEW AND APPROVAL

For future reviews of this Student Uniform Policy, we will consult with our school community through the following mechanisms:

- Compass emails and social media messages to parents/carers.
- Online surveys.
- Student meetings.
- Focus groups.

The community will be given advance notice of the consultation process and timelines. The consultation will be open for at least 2 weeks.

# Student Uniform Policy

## APPENDIX A:

### WILLIAMSTOWN HIGH SCHOOL UNIFORM ITEMS

- WHS branded items (with WHS logo) must be purchased through [Dobson's](#) as part of required uniform.
- Items without school branding (e.g., pants, skirts, shorts) can be purchased through Dobsons but also from external retailers (e.g., department stores), provided they meet the specifications outlined in the table below.
- Students can wear any uniform item regardless of season.
- Students can wear any uniform item regardless of gender.
- Additional layers of clothing may be worn underneath the uniform for warmth, provided these undergarments are completely hidden and don't impact the presentation of the student dress code.
- Shorts, skirts and dresses are to be worn just above the knee, in length.
- Approved commemorative uniform items such as the Year 12 jumper is accepted as part of school uniform.

| ACADEMIC UNIFORM                                             |                                                                                     |                                                                             |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| Dobson's uniform item:                                       | Image:                                                                              | Details if purchasing from an external provider:                            |
| White Long <i>OR</i> Short Sleeve Shirt/Blouse.              |  | Plain white long or short sleeve shirt/blouse. No visible logos or designs. |
| White Long <i>OR</i> Short Sleeve Polo Shirt with WHS logo.* |  |                                                                             |
| Softshell Jacket with WHS logo.*                             |  |                                                                             |
| Eco Pullover with WHS logo.*                                 |  |                                                                             |
| Summer dress.*                                               |  |                                                                             |
| Winter skirt.*                                               |  |                                                                             |
| Black plain tights.                                          |  | Black plain tights.                                                         |

# Student Uniform Policy

|                                                                     |                                                                                     |                                                                                                                                                                                   |
|---------------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Black fitted woven trousers.                                        |    | Black tailored fit trousers, without visible logos or designs. Boot cut or slight flare is acceptable. No loose fitting pants (e.g., cargo pants) or activewear (e.g., leggings). |
| Black woven trousers.                                               |    | Black tailored fit trousers, without visible logos or designs. No loose fitting pants (e.g., cargo pants) or tracksuit pants.                                                     |
| Black woven shorts.                                                 |    | Black woven shorts without visible logos, designs or utility pockets.                                                                                                             |
| Black or White plain socks with no visible branding.                |    | Black or White plain socks without visible logos or designs. Ankle or crew socks are acceptable.                                                                                  |
| Black, sturdy leather/vegan leather shoes for safety.               |    | Leather/vegan leather shoes. The entire shoe must be black and leather/vegan leather - no athletic mesh, canvas or other material.                                                |
| <b>SPORTS UNIFORM</b> (only to be worn on timetabled PE/Sport days) |                                                                                     |                                                                                                                                                                                   |
| Dobson's uniform item:                                              | Image:                                                                              | Details if purchasing from an external provider:                                                                                                                                  |
| Sports Polo Shirt with WHS logo.*                                   | <b>*Subject to School Council approval*</b>                                         |                                                                                                                                                                                   |
| Cherry Long <i>OR</i> Short Sleeve Polo Shirt with WHS logo.*       |  |                                                                                                                                                                                   |
| Black Sports Short <i>OR</i> Black Women's Sport Short.             |  | Black, plain sport shorts without visible logos or designs. Suitable length from mid-thigh to above-the-knee.                                                                     |
| Black tracksuit pants.                                              |  | Black, plain tracksuit pants without visible logos or designs.                                                                                                                    |
|                                                                     |  | Supportive sports/running shoes. Any suitable brand and colour.                                                                                                                   |
| <b>ACCESSORIES (OPTIONAL)</b>                                       |                                                                                     |                                                                                                                                                                                   |
| Dobson's uniform item:                                              | Image:                                                                              | Details if purchasing from an external provider:                                                                                                                                  |
| School bag with WHS logo.*                                          |  |                                                                                                                                                                                   |
| Bucket Hat <i>OR</i> Cap with WHS logo.*                            |  |                                                                                                                                                                                   |

## Student Uniform Policy

|                                   |                                                                                   |                                                      |
|-----------------------------------|-----------------------------------------------------------------------------------|------------------------------------------------------|
| Black plain scarf.                |  | Black, plain scarf without visible logos or designs. |
| Tie - optional with white shirt.* |  |                                                      |

\*These items must be purchased through [Dobson's](#), or second-hand with the WHS logo.