

**ST MATTHEW'S SCHOOL**  
**NARROGIN**



**UNIFORM POLICY**

**Reviewed: 2017**  
**Review 2020**



## UNIFORM POLICY

### ST MATTHEW'S SCHOOL NARROGIN

#### RATIONALE

St Matthew's School has a long history in Narrogin, and we, as the current custodians of this school, wish to continue the proud traditions already entrenched. The school uniform is a symbol, to us and to the public, of all that we represent, and, as such, we believe that a high standard of presentation is important.

#### AIMS

- To encourage a sense of pride in self
- To instil recognition of being an integral part of the school community and therefore develop pride and loyalty to our school and its vision
- To provide consistency and equality for all students in the light of shared Gospel Values
- To provide clothing that is cost effective and practical for our school environment
- To focus on the real purpose of schooling; that is, the development of an individuality of intellect, imagination and personality
- To maintain and enhance the positive image of the school in the community

**N.B.** All following references to the *Leadership Team* refer to the group comprising the Principal and two Assistant Principals.

#### IMPLICATIONS

- After consultation with the school community, the St Matthew’s School Uniform Policy has been developed with criteria that provide clear instructions as to what students are and are not allowed to wear to school. The uniform allows students to safely engage in all school activities and caters for the financial constraints of families.
- A uniform is not compulsory in Kindy or Pre-Primary; however, students may wear the blue Kindy/Pre-Primary top or the sports uniform, if this is more convenient for parents.
- The St Matthew’s School Uniform Policy applies during school hours, while travelling to and from school, when uniform is required on school excursions, and when/if the uniform is worn outside of school hours. When wearing the school uniform, each child is representing the whole school community, and, as such, the representation given needs to be of a high standard. (Please note: If wearing the school uniform *correctly* out of school hours is a problem, then please ensure children change into other suitable clothing before pursuing these out of school activities.)
- When representing the school at special events, such as ANZAC Day, students are to wear the formal school uniform.
- Arrangements can be made to supply uniforms to support families experiencing economic hardship.
- Parents seeking exemptions to the dress code due to religious beliefs, ethnic or cultural background, student disability, medical conditions or economic hardship must apply in writing to the Principal.
- All uniform items are required to be maintained in good condition. Uniform items requiring repairs or replacement will be brought to the attention of parents.
- For Year 6 students, some allowances may be made with **formal school shoes** in the last month of Term 4. This is to ease the financial burden of buying new items that may be required for only a short time. The replacement shoes must be of the same colour, as outlined in the policy. In this situation, an appointment must be made with the Principal to seek this exemption.
- If wishing to purchase a new item, (particularly footwear) and uncertain if it fits the school dress code, it is better to check the item with the Leadership Team before purchase as replacement costs for an unsuitable item can be expensive. (Most Narrogin shops are happy for items to be taken out on ‘appro’ or will accept immediate returns if unsuited to the school dress code.)
- Sports uniform: The red shirt is mandatory; the coloured faction shirt is recommended but optional. The “Year 6 Leavers’ shirt” is also optional.
- Many uniform requirements involve a “judgement” level (e.g. what is ‘flamboyant’ and what is not). The Leadership Team reserves the right to make decisions in these areas.
- Any temporary changes/exemptions to the dress code remain at the discretion of the Leadership Team.

### **MANNER OF WEARING UNIFORM**

- School uniform shirts are to be tucked in at all times.
- The tie is to sit closely and neatly to the collar – this applies to winter terms.
- Shoes are to be in good repair and in a polished condition.
- Girls’ formal white and blue socks are to sit approximately 4cm above the ankle bone – these can be folded to this position, but not rolled. (Anklets and cut-away socks are not acceptable.)
- Boys’ grey school socks must be worn as for girls’ length or higher.
- Sports uniform shirts are to be worn untucked.
- The top buttons on sports uniform shirts and blue uniform shirts (in summer) can be left undone.
- Long school uniform pants must be of a length such that socks do not show during the child’s normal gait.
- Normal uniform dress/skirt lengths need to be approximately knee length – between the top and the bottom of the knee.
- Girls are encouraged to wear navy blue (short legged) ‘bike shorts’ underneath uniform dresses (so modesty is not compromised). These shorts must not show during the child’s normal gait and no other colour/type of shorts may be worn.
- All uniform items should fit the child reasonably well. (Please note: if shirts will not remain tucked in because they are too short, parents will be asked to purchase a larger size.)

## **JEWELLERY**

The wearing of jewellery is not encouraged. This is in keeping with the school philosophy of reducing the importance of material goods and the risk of injury. However, the following items are acceptable:

- A small, plain, inexpensive watch
- Small, plain metal earring studs/sleepers. A stud containing a small birthstone is also acceptable.
- A small chain with Christian medallion or Cross/Crucifix
- Medical bracelets/necklaces are permitted (eg. Medic Alert bracelet/necklace); however, the school must be notified of the child’s medical condition.

If a child wears inappropriate jewellery to school, the item/s will be required to be removed and will be sent home with the child.

## **NAILS**

Nails must be kept in a short and clean condition. Only clear nail polish is acceptable. If a student is wearing any coloured nail polish, he/she will be asked to use nail polisher remover to remove it under staff supervision.

## **HAIR**

- Hair must be clean, neat and tidy.
- Shoulder length hair (and longer) needs to be tied back using simple, plain hair ties, scrunchies, head bands or ribbons colour matched to hair colour or to colours in the current uniform being worn.
- Other hair accessories (such as hair slides) must obey the same colour rules.
- Shorter than shoulder length hair still needs to be clear of eyes when child is in ‘working at desk’ posture.
- Fringes must be no longer than the top of eyebrows, otherwise they are to be tied or clipped back.
- Hairstyles should not attract undue attention or be deemed by the school Leadership Team to be too extreme.

## **UNIFORM VARIATION / BREACHES**

- When a child is unable to wear the correct uniform, a parent/carer is required to send a note to the class teacher (with the child on that day) explaining the reason for the deviation and the period for

which this will occur. Alternatively, though not the preferred option, the parent/carer may speak to the teacher in person or by telephone. (Parents/carers are also asked to provide ‘replacement’ uniform items in colours and styles as close as possible to the original item.)

- When a note does not accompany the child on the day (even if a verbal explanation has been given from the child) the child will receive an ‘out of uniform’ note to be completed by the parent/carer, and returned.
- If the Return Slip at the bottom of this is not returned, another reminder note will be sent home.
- If this is not returned, a member of the Leadership Team will directly contact the parent to ascertain the problem.
- For any further problems regarding uniform, the Principal will request a meeting with the parent/carer/s.
- **For ‘out of uniform’ items of a more minor nature (such as incorrect hair slide colours) the teacher or Leadership Team may give the child a verbal reminder – if this problem reoccurs in the short term, the child may be given the ‘out of uniform’ letter.**
- N.B. Teachers and the Leadership Team reserve the right to give an “out of uniform’ letter for *any breach of uniform at any time*, given the possible uncertainty of whether a child has already been given a verbal warning.

## **UNIFORM SHOP**

**All St Matthew’s School uniform items, except shoes and girls’ tights, are provided in the school Uniform Shop – available on Fridays from Mrs Jenny Ong. As such, only items that are purchased from the school are acceptable. This will avoid incorrect items being purchased and the subsequent replacement costs.**

## **WINTER ACCESSORIES FOR BOYS AND GIRLS (OPTIONAL)**

These accessories may *not* be worn in class, and when worn outside of class times, must be the items provided by the school Uniform Shop.

Navy scarf

Navy beanie

Navy gloves

Navy jacket (Can be worn over school jumper, not instead of jumper)

## LIST OF REQUIRED UNIFORM ITEMS

**Only items that are purchased from the school uniform shop are acceptable.**

<b><u>GIRLS' UNIFORM</u></b>	<b><u>BOYS' UNIFORM</u></b>
<p><b>SUMMER (Terms 1 and 4)</b></p> <ul style="list-style-type: none"> <li>• Summer dress OR navy blue summer shorts with blue shirt</li> <li>• School jumper (wool or polyester/cotton)</li> <li>• Navy hat</li> <li>• Footwear:               <ul style="list-style-type: none"> <li>○ Brown or black school sandals OR black leather lace-up <u>“dress” school shoes</u> (not boots) OR plain style (i.e no embellishments such as studs or ribbons) ‘Mary Jane’ black shoes</li> <li>• White or navy blue ankle socks <i>N.B. Formal white and blue socks are to sit approximately 4cm above the ankle bone – these can be folded to this position, but not rolled. (Anklets, cut-away socks and ‘St Matthew’s’ insignia sports socks are not to be worn.</i></li> </ul> </li> </ul> <p><b>WINTER UNIFORM (Term 2 and 3)</b></p> <ul style="list-style-type: none"> <li>• Navy blue skirt OR navy blue slacks</li> <li>• Blue shirt</li> <li>• Navy blue tie</li> <li>• School jumper (wool or polyester/cotton)</li> <li>• Navy jacket (<i>Can be worn <u>over</u> school jumper, not instead of jumper</i>)</li> <li>• Navy hat</li> <li>• Footwear:               <ul style="list-style-type: none"> <li>○ Black leather lace-up <u>“dress” school shoes</u> OR plain style (i.e. no embellishments such as studs or ribbons) ‘Mary Jane’ black shoes OR black boots (similar to Rossi boots) N.B. Boots only to be worn with trousers</li> <li>○ Navy blue tights or navy ankle socks</li> </ul> </li> </ul> <p><b>SPORTS UNIFORM</b></p> <ul style="list-style-type: none"> <li>• Navy unisex shorts with school logo OR Girls’ sport skirt with school logo (<i>N.B. The sports skirt will be phased out by end 2018.</i>)</li> <li>• Red (school), green, blue or gold (optional faction) knit shirt with school logo and collar or Year 6 Leavers’ shirt</li> <li>• Navy hat</li> <li>• Plain navy blue school tracksuit with logo</li> <li>• Footwear:               <ul style="list-style-type: none"> <li>○ <u>Sports shoes</u> – fluoro embellishments are acceptable, but cannot be the dominant colour / Basketball shoes are not acceptable</li> <li>○ plain white sports socks (not anklets or ‘cut-aways’) or white socks with “St Matthew’s” insignia</li> </ul> </li> </ul> <p><b>Please note: All shoes must have low heels.</b></p>	<p><b>SUMMER (Terms 1 and 4)</b></p> <ul style="list-style-type: none"> <li>• Grey school shorts</li> <li>• Blue shirt</li> <li>• School jumper (wool or polyester/cotton)</li> <li>• Navy hat</li> <li>• Footwear:               <ul style="list-style-type: none"> <li>○ Brown or black school sandals OR black leather <u>“dress” school shoes</u> (not boots)</li> <li>• Grey school socks - <i>must be worn as for girls’ sock length or higher</i></li> </ul> </li> </ul> <p><b>WINTER UNIFORM (Terms 2 and 3)</b></p> <ul style="list-style-type: none"> <li>• Grey college trousers</li> <li>• Blue shirt</li> <li>• Navy blue tie</li> <li>• School jumper (wool or polyester/cotton)</li> <li>• Navy jacket (<i>Can be worn <u>over</u> school jumper, not instead of jumper</i>)</li> <li>• Navy hat</li> <li>• Footwear:               <ul style="list-style-type: none"> <li>○ Black leather lace-up <u>“dress” school shoes</u> OR black boots (similar to Rossi boots)</li> <li>○ Grey socks</li> </ul> </li> </ul> <p><b>SPORTS UNIFORM</b></p> <ul style="list-style-type: none"> <li>• Navy unisex sports shorts with school logo</li> <li>• Red (school), green, blue or gold (optional faction) knit shirt with school logo and collar or Year 6 Leavers’ shirt</li> <li>• Plain navy blue school tracksuit with logo</li> <li>• Navy hat</li> <li>• Footwear:               <ul style="list-style-type: none"> <li>○ Sports shoes – fluoro embellishments are acceptable, but cannot be the dominant colour / Basketball shoes are not acceptable</li> <li>○ plain white sports socks (not ‘cut-aways’) or white socks with “St Matthew’s” insignia</li> </ul> </li> </ul> <p><b>Please note: All shoes must have low heels.</b></p>

