

DRESS STANDARDS AND UNIFORMS in Canberra Public Schools PROCEDURE

This procedure must be read in conjunction with *Dress Standards and Uniforms in Canberra Public Schools* Policy.

1. Overview
	1. This *Dress Standard and Uniforms in Canberra Public Schools* Procedure outlines aspects that the principal and school board need to address when developing and approving the school’s student dress standards policy and procedure.
2. Rationale
	1. The *Dress Standards and Uniforms in Canberra Public Schools* Policy requires schools to develop a student dress standard policy and procedures. These procedures support schools in developing their policy.
3. Procedures
	1. In developing and reviewing the school’s policy and procedures the principal and school board must:
	* consult with students,
	* consult with staff and parents of students enrolled at the school,
	* have a trial period for displaying items of dress requirements for feedback,
	* review and document the school’s policy and procedures every five years,
	* consider work health and safety, anti-discrimination, human rights legislation and the Education Directorate’s *Sun (UV) Protection for Students* Policy,
	* consider maturity of students, gender identity/ preferred presentation, disability, religious and cultural beliefs, and socio-economic circumstances,
	* develop a process for managing special circumstances of particular students or exemption processes,
	* develop a system that provides the opportunity to wear relevant items of clothing from a bank of items held at the school such as a uniform pool,
	* develop documents and monitor strategies to encourage the wearing of dress standards and managing students not complying with the dress standards requirements. Strategies for non-compliance are not to include:
	* suspension for not complying with dress standards or uniforms,
	* any sanction that damages their academic or external career prospects such as negative mentions in references or school reports,
	* the prevention from continued participation in essential curriculum activities, except where necessary for reasons of safety (in which case, alternative educational activities are provided), and
	* any sanction where required dress standard or uniform items are not available because of circumstances beyond the students or parents control.
* enforce aspects of student dress standards related to safety such as:
* safe footwear, and
* hats and swim shirts as required by the Directorate’s *Sun (UV) Protection for Students* Policy.
* consider the cost associated with having a dress standard as well as the accessibility, availability and functionality of the clothing.
1. Contact
	1. The Director, Student Engagement is responsible for this procedure.
	2. For support contact Student Engagement Branch on (02) 6207 0457 or email ETDStudentWellbeing@act.gov.au.
2. Complaints
	1. Any concerns about the application of this procedure or the procedure itself, should be raised with:
* the school principal in the first instance;
* the Directorate’s Liaison Unit on (02) 6205 5429;
* online at <http://www.education.act.gov.au/contact_us>;
* see also the *Complaints Policy* on the Directorate’s website.
1. References
	1. **Related Policies and Documents**
* Dress Standards and Uniforms in Canberra Public Schools Guideline
* Dress Standards and Uniforms in Canberra Public Schools Policy
* Sun (UV) Protection for Students Policy