



Saint Stephen's College

UNIFORM AND GROOMING

Uniform and Grooming Policy

- Students are expected to wear the College 'Day' uniform while at school and while travelling to and from school either by bus or by private transport. This includes the wearing of the formal day hat.
- Students are expected to arrive and depart each day in the appropriate full College uniform. This includes wearing the uniform as it is intended and with pride. Whilst off campus, students are expected to wear the College uniform to the on-campus standard.

Students are expected to be in full day uniform in Tutor Group each day. The 'Sports' uniform may be worn from Years 4 to 12 when students have HPE, interschool sport or a carnival day, only, otherwise students are expected to be in Day Uniform. Students in Years 1 to 3 are able to wear the PE uniform on their allocated day and remain in that all day.

- Students are able to wear the SSC Sports uniform on a Thursday (Years 4 to 7) or Friday (Years 8 to 12) provided it is a complete sports uniform, including the sports hat.
- Other uniforms, such as House and specific sport uniforms may be worn at specific events or when permission is granted by the Headmaster or his delegate.
- All uniforms must be worn complete, including appropriate shoes and hats, and not mixed (eg students are not permitted to wear tracksuit tops with their day uniform).
- Belts should be worn where the uniform allows, hats must be kept clean and in good condition or be replaced and the general uniform should be worn in a presentable and neat appearance at all times.

Exemption Slip:

- Students are required to wear (not carry in hand) a day approved hat (sports hat, sports cap or formal 'Day' hat) at all break times as well as before and after school and during special events.
- The exemption slip is designed to give every student a number of chances for the 'odd item' forgotten. It is not designed to give exemption for deliberately flouting College expectations such as wearing make up or wearing a Sports Uniform to school on a day that the Day Uniform should have been worn.
- If students arrive at school with ANY item of their uniform missing for any reason, they must report immediately to their classroom teacher (Prep to Year 6) and

receive a sticker, or Connections Office (Years 7 to 8)/Student Administration Services (Years 9 to 12) obtain a Uniform Exemption Slip. These will be issued without questioning students (there is no need to offer an excuse or note). The slips will be available before school starts and must be obtained prior to tutor / class each day. They are colour coded – green for the first breach, yellow for the second and red for the third.

- Each time a Uniform Exemption Card is issued the student's name will be recorded. More than three cards cannot be issued to any student in a term. A consequence will occur for a 4th or more breach in a given term.
- Students cannot receive an exemption for being completely out of uniform, eg wearing sports uniform to school, in that instance it is a direct breach of College expectation, unless a parent has written a note for an exceptional circumstance.

Sleeves:

- The 'wearing' of the uniform is fundamental to the overall appearance of the College. Where long sleeves are worn, such as with jumpers, blazers or long sleeve shirts, the sleeves must be worn down at all times and are never to be rolled up.
- The only exception may be in a classroom activity where the teacher directs students to do so (such as an art or science lesson), and in this case, the sleeves must be returned to the correct position prior to the completion of that class.

Socks and Shoes:

- Boys' socks must be pulled up and secured so that they remain in this position throughout the day.
- Girls are to wear the College socks. The girl's sock must be worn at the correct length which is pulled up well above the ankle and must not be rolled or folded down into the shoe or below the ankle at anytime.
- This also applies to both boys' and girls' sports' socks.
- Shoes must be kept in a good condition with regular cleaning or polishing and laces secured adequately.
- Shoes must be black lace-up with upper leather sole. Slip on, buckle or 'ballet style' shoes are not acceptable.
- Black leather lace-up shoes must not have coloured stitching, metal eyelets or platform soles. Black leather lace-up shoes need to be of a standard height.
- Sandals and Shoes – Students in Prep and Year 1 are permitted to wear navy coloured sandals. Students in Prep and Year 1 are also permitted to wear black leather shoes with velcro straps or black lace-up shoes with upper leather sole. All students from Year 2 onwards must wear the lace up shoes with upper leather sole.

Hair and Grooming:

- Hair must be neat, tidy, clean and 'off the face' for both boys and girls.
- Boys' hair must be clearly off the 'eyebrows' and off the collar, and also be well above the lower part of the ears. Overall it should be a suitable length and style and not spiked up or have radical designs.
- Boys must seek permission from the Headmaster to have exceptionally short or shaved hair as it is considered a radical style haircut.
- Students have a period of 7 days to rectify hair after being directed by any member of staff. If a student returns after this period, they will be asked to return home until it has been rectified.
- Girls with hair below the collar must tie it back with a College Colour (navy, rust, cream) elastic/scrunchie/hairband or College ribbon. Plain thick plastic headband is not to exceed 2cm wide and stretch headband is not to exceed 5cm in width. Black has also been added as an acceptable colour to use.
- Extreme hairstyles are not acceptable nor are any obvious colour changes. Hair is to appear 'natural' at all times, with one colour only. The use of hair products such as gel, wax, and mousse is not permitted.
- Make up (foundation, mascara, eyeliner, tinted moisturiser, lipgloss and lipstick) is not permitted at any time. Students wearing makeup will be asked to remove it immediately and repeated breaches will result in serious consequences including detention, suspension or being sent home. Nail polish is also considered under the same expectations as makeup. This is the same for boys who are expected to be clean shaven every day.
- Apart from a watch, jewellery is not to be worn at school, and in the event that girls have their ears pierced, one pair of small, plain studs or plain, thin sleepers may be worn in the lower ear lobe only. No other piercing is permitted, including clear piercings in the nose, tongue or anywhere that is visible.
- If students wish to wear a plain cross of religious significance they need to ensure that it is concealed under the College uniform. Rings, bracelets and the like are not permitted at all. Students who do not comply with this expectation will have their jewellery confiscated for a period of time by the Head of Year/Programme. Anklets are considered as jewellery and therefore not permitted.
- In most circumstances the item will be returned at the end of the day in the first instance, the end of the week in a second instance, and end of term in a third or more instance. The item will be kept in an envelope with the student's name and details on it for safe return. (Parents are able to personally meet with the HOY or HOP to get an item returned at any time. However, at that time the HOY or HOP will seek an assurance from the student and parent that the item will not return to the College or the above arrangements will apply as normal).

College Sports Bag:

- Students must purchase the College school bag, including the College sports bag. No other brands of school/sports bags are allowed.

Clarification of what the Sports Uniform is: *(APS Winter and Summer Sport)***SSC Sports Uniform:**

SSC logo Rust Shirt, SSC logo navy shorts, SSC white socks, predominantly white sandshoes, SSC logo sports hat. (NB: girls may choose to wear the SSC logo navy skirt instead of shorts).

House Sports Uniform:

As above except the rust shirt is replaced with the HOUSE colour shirt.

Physical Education Uniform:

Either SSC Sports Uniform or House Sports Uniform only as above.

Team Uniform:

Specific apparel worn by that particular sport to compliment or alter the SSC Sports Uniform. For example: rugby uniform or netball uniform.