

## RATIONALE

As a Catholic College, we strive for excellence in all that we do. Our primary focus is the learning and teaching of our students and we set high expectations for all members of our learning community. The College uniform instils a sense of belonging; it reinforces students' pride in their own appearance and as members of the school community. The way in which students wear our uniform enhances the reputation of both the students and the College.

## UNIFORM POLICY

At Thomas Carr College it is compulsory for all students to wear the College uniform. Students are representatives of the College from the moment they put on any part of the uniform and are therefore expected to maintain the high standards of the College in the prescribed manner.

Wearing the full College uniform correctly is a strong indicator of student wellbeing. It is expected that uniform items are replaced when they are outgrown or damaged.

Parents and guardians are required to sign the Community Expectations document at enrolment, agreeing to provide the student with the correct College uniform, and that the student is to wear it correctly and completely. Where there are financial issues, please contact the College.

Students who repeatedly fail to comply with these uniform and grooming expectations will receive appropriate consequences. The College reserves the right to send students home for a breach of these expectations. The College reserves the right to change uniform policies, as required.

## GENERAL EXPECTATIONS

- Students can choose to wear any one of the uniform suites in its entirety. No part of the uniform suites may be interchanged
- The College blazer is expected to be worn to and from the College and for all formal College events, including Mass and assemblies. Students must have the College blazer for the duration of their 6 years at the College. Families need to factor in the possibility of purchasing two blazers over this time due to student growth as well as general wear-and-tear
- At Year 11 and 12 College blazers must fit appropriately and be in very good condition.
- Students who ride a bicycle to school must wear an Australian regulation safety helmet at all times while riding
- A range of Thomas Carr College hats/caps are available to be worn. The College recommends the wearing of a hat/cap during Recess and Lunchtime. It is compulsory to wear the College hat or cap in PE classes and for SACCSS, particularly in Terms 1 and 4
- Belts are to be plain black leather only and are to be worn with the College long pants and/or shorts
- The Thomas Carr College schoolbag is a compulsory school item and considered a part of the College uniform
- Students may wear the College beanie and black or navy gloves to and from school. The navy blue College scarf may be worn with either uniform suite, or in class if the student wishes to do so


## Shoes

Shoes must be black leather lace up school shoes, unless a medical note from a registered Podiatrist is presented. Black leather sports shoes must not be worn.

For Physical Education and sporting activities, sport shoes worn must support the foot's arch and heel. It has been proven that wearing inappropriate footwear that lacks this support will not only cause immediate discomfort but also long-term orthopaedic problems.
Sports shoes cannot be worn during Science, Art, or Technology subjects. Black leather lace up school shoes are to be worn during these classes.

## Hair

Students' hair should be clean and well-groomed. Hair must be fully up for Technology subjects and Physical Education. Students are not permitted to dye their hair unnatural colours, nor are they permitted to have excessively shaven hair or extreme hairstyles. The College reserves the right to adjudicate on both the colour and style of a student's hair and, if necessary, request that alterations be made.

No student is permitted to have their head shaven below a "number 2 comb". A "number 1" hair cut is not permitted. Hair longer than shoulder length should be tied back using an elastic hair tie for all Art, Technology and Physical Education classes.

Hair-ties and ribbons are to be plain navy blue, black or white. A navy blue headband may be worn. No other form of decoration should be worn in the hair. Braid clips/ beads or multicoloured hair weaves/extensions are not allowed. Facial hair is to be kept neat, short, and well groomed.

## Jewellery

Students may wear plain and small gold or silver studs or sleepers (one in each ear). Sleepers must not be more than 1.5 cm in diameter. A wristwatch and a small plain crucifix are also permitted. Nose, eyebrow, chin, lip, and tongue piercings are not permitted. Tape, Band-Aids or plastic stoppers are not permitted to cover any piercings. Approval is required for jewellery worn for religious reasons.

## Make-up and Nails

Make-up, long nails, fake nails, fake eye lashes and coloured nail polish are not permitted. Light, concealing foundation is acceptable, if required.

## Tattoos

The College does not approve of tattoos. In Victoria, it is illegal for a person under the age of 18 to have a tattoo.

Please note: A written explanation from parents is required if a student is out of uniform. Decisions on exceptions to any of the above will be made by the Principal, Deputy Principals, or Director of Students.

## UNIFORM SUITE \#1



## Girls

- College Blazer
- College dress touching the knee
- Visible white school socks
- Black leather lace up shoes (T-Bar style is not permitted)
- Optional: College jumper, grey College trousers and/or shorts worn with grey school socks. Open-collar jack shirt, worn untucked and without the College tie or white button-up shirt with College logo (must be tucked in) and College tie

Boys

- College Blazer
- Grey shorts or trousers
- Visible grey school socks
- Open-collar jack shirt with College logo, worn untucked and without the College tie
- Black leather lace-up school shoes (not black sports shoes)
- No undergarments showing
- Optional: College jumper, white button-up shirt with College logo (must be tucked in) and College tie


## UNIFORM SUITE \#2



## Girls

- College Blazer
- Black tights under the College skirt or grey College trousers and/or shorts worn with grey school socks
- Black leather lace up shoes (No T-Bars)
- White button-up shirt with College logo (must be tucked in) and College tie
- Navy blue scarf with College logo may be worn
- Optional: College jumper


## Boys

- College Blazer
- Grey College trousers or shorts
- Grey school socks
- White button-up shirt with College logo (must be tucked in) and College tie
- Navy blue scarf with College logo may be worn
- Optional: College jumper


## HEALTH AND PHYSICAL EDUCATION UNIFORM



## Girls and Boys

- No undergarments showing
- College track pants or sport shorts
- White school socks
- Blue sports top with College logo
- College bucket hat/cap
- Runners that support the foot's arch and heel
- College sports jacket with College logo
- Blue College rugby top with College logo (optional)
- College sports jacket may be worn on rainy days to and from the College, on excursions and during Recess and Lunchtime. This item is not to be worn during class
**House tops and hats/caps to only be worn for College sporting carnivals


## UNIFORM EXPECTATIONS FOR SPORT \& PHYSICAL EDUCATION

## Year 7-10 Students

Year 7-10 students may wear Physical Education uniform to school on the specified day that they have practical Physical Education classes, which is usually only when double lessons are scheduled.

Physical Education teachers will communicate this to students at the start of the year. If there is a Mass, Assembly or other College event that requires students to be in full College uniform, they are required to bring their Physical Education uniform and to change at the appropriate time.

If students have a Technology subject e.g Science, Art, Design and Technology - Wood or Food, they are required to wear their black leather lace up shoes to provide foot protection. Sneakers offer poor protection for chemical spills or dropping of sharp or heavy objects. Students are to bring their black leather lace up shoes to change in to for these classes if it coincides with their PE class day.

## Year 11-12 Students

Year 11 and 12 students are expected to wear full College uniform to school each day and must change into sports uniform if required for class at school. When participating in the College Sports program, Sports Association of Catholic Co-educational Secondary Schools (SACCSS), students are to wear their full College uniform to school and bring their Physical Education uniform with them.

At the start of Period 4 students will be given the College provided sports uniform, depending on the sport being played. Students will be required to change into their Physical Education and Sports uniforms as appropriate for each sport. Upon returning from sport, students are to return the College provided sports uniform and change into their full College uniform for the remainder of the day.

Please note: Sports shoes must not be worn with the full College uniform. Students are permitted to change into sports shoes only at Lunchtime, if participating in sporting activities, and are then expected to change back into their school shoes.

## Uniform Procedures

## Non-Confiscated Items.

If a student is wearing the incorrect uniform that is unable to be rectified at the College (i.e. wrong pants, shirt, shoes, socks, hair colour etc), the following procedures will be followed:

- Staff member logs incident on SIMON as unresolved
- Student given 3 days to rectify issue/concern
- PaLM emails parents/guardians and informs them of the issue/concern
- PaLM speaks with student about incident and possible solutions
- PaLM adds a note to SIMON including email
- Staff member logs incident on SIMON as unresolved
- Student given 3 days to rectify issue/concern
- PaLM emails parents/guardians and informs them of the issue/concern

Second
Instance

- PaLM reminds them this is the $2 n d$ incident
- PaLM speaks with student about incident and possible solutions
- PaLM adds a note to SIMON
- Staff member logs incident as a Lunchtime Reflection under the category of "DEFIANCE"
- Student given 3 days to rectify issue/concern
- PaLM calls home to inform of 3rd incident and that a Lunchtime Reflection has been issued

Third
Instance

- PaLM speaks with student about next steps and possible consequences
- PaLM adds a note to SIMON including email
- Staff member logs incident on SIMON as unresolved
- HL/YLL issues After School Reflection as consequence

Fourth - HL/YLL calls parents/guardians and explains consequences and SBSP
Instance

- HL/YLL to add note to SIMON
- Staff member logs incident on SIMON as unresolved
- Student to remain home until issue/concern is rectified
- HL/YLL to issue external suspension
- Re-entry meeting with DOS/HL/YLL
- SBMP and SBSP issued
- HL/YLL adds notes to SIMON


## Abbreviations

PaLM: Pastoral and Learning Mentor
YLL: Year Level Leader
HL: House Leader
DOS: Director of School

SBMP: Student Behaviour Management Plan
DP: Deputy Principal
SBMP: Student Behaviour Management Plan
SBSP: Student Behaviour Support Plan

## Uniform Procedures (cont.)

## Confiscated Items.

If a student is wearing the incorrect uniform that can be rectified at College (i.e. untucked shirt, tie undone, wearing a hoodie, wearing a beanie, wearing headphones, wearing of nail polish, hair is down, etc.) the following procedures will be followed:


- Item confiscated, bagged, tagged and taken to Student Reception for collection after 7 days
- Staff member logs incident on SIMON as a Lunchtime reflection under the category "DEFIANCE"
- PaLM calls home to inform parents/ guardians of the 3rd incident and that a Lunchtime reflection

Third Instance has been issued

- PaLM speaks with student about the next steps and possible consquences
- PaLM adds note to SIMON and resolves the incident
- Item confiscated, bagged, tagged and taken to Student Reception for collection after 7 days
- Staff member logs incident on SIMON as unresolved
- HL / YLL issues After School Reflection as a consequence
- HL / YLL calls parents/ guardians and explains consequences and SBSP
- HL / YLL adds note to SIMON

Fourth
Instance

- Item confiscated, bagged, tagged and taken to Student Reception for collection at parent meeting
- Staff member logs incident on SIMON as unresolved
- HL / YLL issues internal/external suspension
- Re-entry meeting with DOS/HL/YLL
- SBMP and SBSP issued
- HL / YLL adds note to SIMON


## Abbreviations

PaLM: Pastoral and Learning Mentor
YLL: Year Level Leader
HL: House Leader
DOS: Director of School

SBMP: Student Behaviour Management Plan
DP: Deputy Principal
SBMP: Student Behaviour Management Plan
SBSP: Student Behaviour Support Plan


## THOMAS CARR COLLEGE

- 35 Thomas Carr Drive Tarneit VIC 3029
<. 0387342444
■ tcc@thomascarr.vic.edu.au
thomascarr.vic.edu.au

