



Manor Lakes P-12
College

POLICY

Student Dress Code

Ratified: 28th of October 2024



Purpose

The purpose of the Student Dress Code is to outline Manor Lakes College's requirements for student dress and appearance and provide information about uniform purchase and support, dress code implementation, and exemption processes.

This dress code has been developed by Manor Lakes College's School Council in close consultation with our school community to ensure that it respects the rights of individual students while reflecting the values and interests of our community.

The Student Dress Code aims to:

- Foster a sense of community and belonging and encourage students to take pride in their appearance
- Support Manor Lakes College's commitment to ensuring that our students feel equal and are dressed safely and appropriately for school activities
- Reduce student competition on the basis of clothing
- Enhance the profile and identity of the school and its students within the wider community.

Scope

Students are expected to comply with this Student Dress Code while traveling to and from school, during school hours, and when attending school activities.

Policy

Uniform and Appearance

The full list of Manor Lakes College's compulsory school uniform items is available in Appendix A and Appendix B of this policy.

General Appearance

While at school, traveling to or from school, or participating in school activities, students must comply with the following:

- Uniforms must be clean and in good repair.
- Uniforms should be clearly marked with the owner's name.
- Additional layers of clothing may be worn underneath the uniform for added warmth, provided these undergarments are completely hidden.
- Studs, sleepers, and watches are the only acceptable jewelry, with the exclusion of faith-based items. Faith-based jewelry is not to be visible.
- Makeup and nail polish must be in natural/neutral tones only.

Health and Safety

- Shoulder-length or longer hair must be tied back to help restrict the spread of lice and ensure safety in practical classes.
- School uniform hats must be worn outside from mid-August to April 30 and on any other days prescribed by the school. Hats may also be worn outside of this time period by parent or student choice.
- Hats are not to be worn inside.
- Students are permitted to wear sunglasses during outdoor activities. Sunglasses should be close-fitting, wrap-around, and meet the Australian Standards 1067, covering as much of the eye area as possible.



Purchase of Uniforms

Uniform items can be purchased from Noone's uniform shop in Werribee or ordered online through the Noone's website.

The School Council has considered affordability in the development of this dress code. 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.

Please contact the College Administration office to discuss the support that we may be able to provide.

Implementation

Manor Lakes College will ensure that this Student Dress Code is communicated to all families and students through our website and Compass. We will assist students who may be experiencing difficulties complying with this policy where possible.

Primary

If a student is out of school uniform or otherwise breaches the Student Dress Code on a recurring basis, a note will be provided to the student and parents by the classroom teacher. If practicable, the student will be provided with the required school uniform items. If non-compliance with the dress code becomes a continued occurrence, the Principal will be informed, and a phone call will be required. The school will continue to work with the student and family to ensure the correct uniform is worn.

Secondary

If a student in Years 7-12 is out of uniform, the classroom teacher will direct the student to the Wellbeing Hub to change into the correct uniform items. If this isn't practicable, or the student refuses, the Year Level Coordinator (YLC) will call home to engage parent support. YLCs will monitor their year level cohort's uniform and support families in accessing the correct uniform items if needed. Ongoing refusal to wear the correct school uniform will result in a parent meeting to discuss the College's expectations.

Measures taken by Manor Lakes College to address concerns about student non-compliance with the Student Dress Code will also align with our Student Wellbeing and Engagement Policy.

Uniform transition period

Manor Lakes College is implementing a new school uniform, with a transition period that allows for flexibility in adopting the updated attire. The current school uniform may continue to be worn until the end of the 2024 school year.

Starting in 2025:

- All Year 7 students, Grade Prep students, and new enrolments across all year levels will be required to wear the new uniform.
- Existing students in other year levels may continue wearing the current uniform throughout the 2025 school year.

By the start of 2026, all students, regardless of year level, will be required to wear the new school uniform, completing the transition process.

The College is committed to supporting families during this transition. If you are experiencing difficulties purchasing the new uniform, please contact the College Administration office to discuss available support.



Faith based clothing

Manor Lakes College respects the rights of students to express their religious beliefs through their attire. Faith-based items, such as the hijab or turban, may be worn as part of the school uniform. These items should be in school colors and comply with the overall uniform guidelines regarding general appearance. For example, faith-based items must be neat, unobtrusive, and not interfere with student safety or participation in school activities.

Families are encouraged to contact the College Administration office if they require any clarification or assistance regarding the inclusion of faith-based items in the uniform.

Concerns about this Student Dress Code

Manor Lakes College welcomes feedback from the school community regarding this Student Dress Code. If you have a concern or complaint about the Student Dress Code, further information about raising a concern or complaint is available in our school's Parent Complaint Policy, which is accessible on the College website.

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 newsletter
- Discussed in student forums
- Included in staff handbooks/manuals
- Discussed at staff briefings/meetings as required
- Included in transition and enrolment packs
- Discussed at parent information sessions
- Hard copies available from school administration upon request

Further Information and Resources

- Manor Lakes P-12 College Sunsmart Policy
- Manor Lakes P-12 College Parent Complaint Policy
- Manor Lakes P-12 College Student Wellbeing and Engagement Policy
- Department of Education and Training [Student Dress Code](#)
- Department of Education and Training [Student Engagement policies and guidelines](#).

Review cycle and evaluation

Policy last reviewed	28th October 2024
Consultation	College Council Meeting, 23rd October 2024
Approved by	Scott Dellar, Principal
Next scheduled review date	Four (4) years



Appendix A

Primary Uniform

Item	Available From	Details
College Softshell Jacket or Zip Top	Noone	Unbranded school items or plain tops are not permitted.
Light Blue Polo or Crew Neck Top (Long or Short Sleeve)	Noone	Unbranded school items or plain tops are not permitted.
College Tartan Dress	Noone	Can be worn with black tights for additional warmth. Tights must be unbranded and black in color.
Black Tailored Pants, Shorts, or Skort	Noone or retailer of choice	Tailored pants must be black. Jeans, leggings, or cargo varieties are not permitted. Shorts or skorts must be black and mid-thigh in length, no activewear or tight fabric.
Black Sports Track Pants or Shorts	Noone or retailer of choice	Track pants must be plain black without logos. Jeans, cargo pants, dance pants, or activewear are not permitted. Shorts must be black.
Black or White Socks	Noone or retailer of choice	All socks must be unbranded.
Appropriate Black Leather School Shoes, Boots, or Runners	Retailer of choice	Must be closed-toe shoes, without heels or roller blades inside them.
College Hat	Noone	Compulsory between mid-August and April 30 due to the Sunsmart Policy.
College Beanie	Noone	Not a compulsory item, but the only permitted hat for warmth.
Items for Additional Warmth and/or Modesty	Noone or retailer of choice	Skivvies or tights must be plain white or plain black. Scarves and gloves must be in school colors. Raincoats must be black or maroon.

- Any combination of the above can be worn unless specified by staff for a particular event or class (e.g., active excursions or sports days require track pants or shorts and runners).
- Coloured leggings (under dresses) and jeans are not part of the College uniform.
- Black leather school shoes, boots, or runners can be worn with tailored pants, tailored shorts, or a dress/tunic.



Appendix B

Secondary Uniform

Item	Available From	Details
College Softshell Jacket, Rugby, or Puffer Vest/Jacket	Noone	Branded or plain tops are not permitted, including Katmandu or other branded puffer items.
College Blazer	Noone	To be worn with the school shirt and tie, not with the sports polo or crew neck tee.
School Logo Shirt (Long or Short Sleeve)	Noone	Branded items or plain shirts are not permitted.
College Tartan Dress or Skirt	Noone	Can be worn with black tights for additional warmth. Tights must be unbranded and black in color.
Black Tailored Pants, Shorts, or Track Pants	Noone or retailer of choice	Tailored pants must be black. Jeans, leggings, or cargo varieties are not permitted. Shorts must be black and mid-thigh in length, no activewear, tight fabric, or branding.
Sports Polo or Crew Neck Tee and Sports Shorts	Noone	Unbranded or plain sportswear is not permitted.
Rugby Top	Noone	Unbranded or plain/branded rugby tops are not permitted.
College Beanie, Cap, or Bucket Hat	Noone	Not compulsory, but the only permitted hat for warmth or sun protection.
Appropriate Black Leather School Shoes, Boots, or Runners	Retailer of choice	Must be closed-toe shoes, without heels or roller blades inside them.
Black or White Socks	Noone or retailer of choice	All socks must be unbranded.
Items for Additional Warmth and/or Modesty	Noone or retailer of choice	Skivvies or tights must be plain white or plain black. Scarves and gloves must be in school colors. Raincoats must be black or maroon.

- Any combination of the above can be worn unless specified by this policy or by staff for a particular event or class (e.g., active excursions or sports days require track pants or shorts and runners).



- Coloured leggings (under dresses) and jeans are not part of the College uniform.
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