

TLS-28: Uniform Policy (IJGS and IGGS)

Purpose:

This policy sets out the School's expectations for students regarding correct wearing of the school uniform.

Scope:

This policy applies to all students that attend Ipswich Girls' Grammar School including Ipswich Junior Grammar School.

Students attending Ipswich Girls' Grammar School, including Ipswich Junior Grammar School are expected to abide by these uniform expectations.

Policy:

All students at Ipswich Girls' Grammar School including Ipswich Junior Grammar School are expected to wear their uniform with pride and to conform to the School's high expectations. The guiding principles underpinning these expectations for students are the School's core values, principally Respect and Integrity. Having clear expectations of our students encourages them to develop respect for themselves and others. Learning to do the right thing consistently and even when people are not watching builds integrity. Having high uniform expectations prepares students for the reality of the work force where clear expectations of behaviour and dress are evident.

It is the School's position that students of School age should present themselves neatly, and without excessive adornment or artificial enhancements. We encourage students to have confidence and pride in their natural, well-groomed appearance.

The School expects that parents and carers will endorse these high expectations regarding uniform and will support their children to meet them.

School Uniform:

At Ipswich Girls' Grammar School there are two uniform options for students to wear each day. One is a navy tartan dress, and the other is a navy tartan shirt worn with navy trousers. Students are to wear white socks and black lace-up shoes with both options. There is a jumper, blazer and scarf that can be worn in Winter. In Winter, students are to wear navy stockings with the dress.

At Ipswich Junior Grammar School, the uniform options are outlined in the Uniform Expectations and Sports Uniforms Standards documents, inclusive of pictorial representations. These are available in Student Diaries and are emailed to all Junior Grammar families at the beginning of the school year, or when enrolments commence. Additionally, these expectations and guidelines are regularly revisited throughout the school year in newsletters, class emails and other school communications.

Sport and HPE:

There is a PE uniform consisting of shorts, polo shirt and a tracksuit for Winter. There are a range of uniforms for different sports, and this is communicated to the students by the relevant staff who coordinate these disciplines. Students are expected to wear the formal school uniform to and from school unless they have sport training prior to school or after school. If a student has sport training prior to school, they are expected to change into their school dress or shirt and

trousers prior to house group commencing at 8.15am. Students are required to wear the full correct sport uniform as outlined for each sporting discipline, without additions or alterations.

Uniform Expectations:

- Hair should be a natural colour. Unnatural streaks, colour changes, panels of dyed hair and obvious regrowth are not permitted. If students elect to dye their hair a different colour, they must be able to maintain this colour so that it consistently looks natural.
- If hair touches the collar of the dress or shirt, it should be tied neatly back in a navy blue, light blue, or white ribbon (1cm wide) or a school tartan scrunchie.
- The school hat must be worn when travelling to and from school, during morning tea and lunch breaks, and in public as part of the full formal school uniform.
- Make-up is not permitted at school. This includes lip gloss, lipstick, lip pencil, eyeliner, eyeshadow, mascara, eyebrow pencil/powder, foundation, concealer, powder, and blush/bronzer etc. Students are not allowed to tint their eyebrows, perm, or tint their eyelashes, have fake eyelashes, or fake tan, or other artificial embellishments.
- Artificial nails and nail polish are not permitted. This includes French polish, coloured nail polish, as well as gel, shellac, or acrylic nails etc.
- With regards to jewellery, students can wear a medi-alert bracelet, if required, and a discreet watch with a plain silver, gold, or dark leather band. Students can also wear either one pair of plain gold or silver stud earrings or one pair of silver or gold sleepers. If a student has more than one piercing in their ear lobe, then the earring must be worn in the first piercing in their ear lobe.
- A religious necklace, on a fine gold or silver chain with a small religious symbol, may be worn. Where possible, the School requests that this is worn under the uniform; dangling jewellery presents a health and safety risk and cannot be permitted. To make reasonable adjustments the School requests prior consultation with the family.
- No tongue, nose or other body piercings are permitted, including clear keepers.
- Only school related badges are to be worn. The school badge should be worn on the left side of the collar and the house badge should be worn on the right side of the collar. The school theme badge should be worn on the right side of the collar.
- The scarf is only able to be worn with the Winter uniform.
- The school jumper must be well-maintained and without holes.
- Students are not permitted to wear items of their PE uniform in combination with pieces of their formal uniform. (In Year 12 this includes the Senior Jersey. At special times throughout the school year, students in Year 12 will be given special permission to wear their Senior Jersey with their school uniform).
- Free Dress clothing choices need to be sun-safe (inclusive of a hat), appropriate, in good condition and must not be revealing. Midriff, spaghetti straps, or strapless tops are not permitted. Shorts and skirts need to be of an appropriate length so students can actively participate in classroom activities. Bike shorts or clothing with inappropriate words, phrasing or images are not permitted. Open footwear is not permitted.

IGGS specific information:

- Senior School Students who wear smart watches are not permitted to use these for communication purposes during the school day.
- Black lace-up shoes are to be in good condition, clean and polished. School socks are plain white and are not folded down. No ankle socks are permitted. Navy stockings worn as part of the Winter Uniform must be in good condition and cannot have ladders or holes.

- In addition to the jewellery expectations outlined above, Secondary students are permitted to wear a pearl stud measuring between 3-6mm.
- The school dress should be clean, fit correctly and worn to sit just below the knee. The school trousers should be clean, fit correctly and worn to sit at ankle length.
- In Winter, the school blazer must be worn over the jumper when travelling to or from school or when outside the school grounds.

IJGS specific information

- Junior School students wearing a smart watch are required to 'check-in' their smart watch to the Class Teacher at the beginning of the school day and then collect the Smart Watch at the conclusion of the school day.
- Black lace-up shoes (Velcro permitted Year 1 and 2) are to be in good condition, clean and polished.
- Prep students wear white socks with Velcro predominantly white shoes.
- School socks for girls (Year 1-6) are plain white and are folded down. No ankle socks are permitted. Navy stockings worn as part of the Winter Uniform must be in good condition and cannot have ladders or holes.
- School socks for boys (Year 1-6) are grey with blue strip and are worn pulled up to the knee, preferably worn with sock garters.
- The formal school uniform for boys in Year 5 and 6 includes wearing the school tie as part of the Winter Uniform.
- The School uniform should be clean and fit correctly.

Adjustments for Individual Needs

The School uniform policy aims to be simple to understand, follow and enforce. As a result, the School makes very few adjustments.

We are, however, committed to making reasonable adjustments for students with specific needs. Examples might include adjustments for students with allergies to certain materials, or who have a physical injury requiring a change to footwear. In instances where an adjustment is needed, the parent should contact the Head of House in the Secondary School, or the Deputy Head of Junior School, in the first instance. The principle for adjustments is that the uniform should be followed where possible and reasonable, and that health and safety principles must be met. Once an adjustment is agreed, this will be recorded on the student's profile and communication will be sent to teachers.

Non-compliance

Ipswich Girls' Grammar School including Ipswich Junior Grammar School will manage non-compliance with uniform expectations in age-appropriate ways. Students will be supported and guided to make personal choices regarding uniform and presentation in alignment with the School Policy.

For Secondary School students please refer to Appendix A for details regarding non-compliance and associated consequences.

In the case of continued breaches of the uniform policy, disciplinary action will occur and may include:

- Afterschool Detention/s
- Internal Suspension
- External Suspension

Ongoing and deliberate refusal to abide by the School's expectations may eventually result in cancellation of enrolment.

Please note that any staff member at Ipswich Girls' Grammar School including Ipswich Junior Grammar School can issue a student with a reminder, an infringement or lunchtime detention or Reflection Room for breaches of the uniform policy (as outlined in Appendix A). Junior School Class Teachers or Heads of House record infringements and communicate about detentions with students and families.

In the event of a student receiving an internal or external suspension in the Secondary School, the Middle School Coordinator or the Dean of Students will communicate with the student and their parent/carer.

Appendix A: Non-compliance

The below table lists possible consequences of non-compliance; however, non-compliance may be dealt with on a case-by-case basis should there be contributing factors (e.g., previous concerns regarding the student not following School policy, multiple infringements in a single instance etc.)

Non-compliance e.g.,	Consequence	Expectation
Unnatural hair colour	Lunchtime detention	Student will be given a week to have their hair returned to a natural colour.
Fake nails	Lunchtime detention	Student will be given a week to have this rectified.
Fake eyelashes	Lunchtime detention	Student will be given a week to have these removed.
Fake tan	Lunchtime detention	Student will be given three days to have this removed.
Wearing makeup	Infringement	Student will be given makeup wipes and asked to remove makeup immediately.
Incorrect jewellery	Infringement	Students will be asked to remove the jewellery item, put it away safely in their locker and take it home that afternoon. In this instance the staff member will provide the student with an envelope for safe keeping of their jewellery item.
Not wearing a ribbon or scrunchie	Infringement	Student will be expected to wear a navy blue, light blue, or white ribbon (1cm wide) or a school tartan scrunchie moving forward.
Hair touching collar of dress or shirt	Infringement	Student will be expected to have their hair tied back with a navy blue, light blue, or white ribbon (1cm wide) or a school tartan scrunchie moving forward.
Not wearing school hat	Infringement	Student will be expected to wear their school hat moving forward.
Not wearing school and house badges	Infringement	Student will be expected to wear their school and house badges moving forward.
Hemline of school dress not below the knee	Infringement	Student will be given a week to have this rectified, so the dress is the appropriate length.
The school scarf being worn outside of Winter Uniform	Infringement	Student will be expected to wear their scarf appropriately moving forward.
Incorrect socks/tights or tights with holes	Infringement	Student will be expected to wear correct socks/stockings moving forward.
Holes in jumper	Infringement	Student will be given a week to have this rectified, so the holes are mended.
Wearing items of the PE uniform or the Senior Jersey with the school dress or school shirt and pants.	Infringement	Student will be expected to wear their uniform correctly moving forward.
Wearing jumper without the blazer when travelling to and from school or when outside of the school grounds	Infringement	Student will be expected to wear their blazer correctly moving forward.

Other concerns will be dealt with on a case-by-case basis, with consequences consistent with the above.

In the case of infringements, the following will occur:

- Two repeated infringements will result in a lunchtime detention E.g. if a student wears incorrect jewellery twice, they will receive a lunchtime detention.
- Three different infringements will result in a lunchtime detention E.g. no ribbon, incorrect jewellery and wearing makeup.
- If a student receives a detention for three infringements and then receives another infringement in the same Term, they will then receive an afterschool detention.