

## MOOROOLBARK EAST PRIMARY SCHOOL

### DRESS CODE FOR SCHOOL UNIFORM

- The school colour is bottle green
- A sun-safe hat is compulsory in terms one and four.
- Sneakers are encouraged for the Physical Education program.
- Children are expected to wear school uniform on all excursions (unless it is stated otherwise).
- When a day is declared a 'Free Dress Day' children are not required to wear school uniform if they follow the requirements of the special day.

#### ITEMS INCLUDED IN THE SCHOOL UNIFORM:

##### SUMMER

###### **GIRLS**

- Green and white gingham dress
- Shorts/Skorts : black
- MEPS Polo shirt – green
- MEPS Sports top
- MEPS Bomber Jacket
- Slouch [green]

###### **BOYS**

- Shorts – black
- MEPS Polo shirt – green
- MEPS Sports top
- MEPS Bomber Jacket
- Slouch [green]

##### WINTER

###### **GIRLS**

- Red/green tartan tunic
- Red/green tartan skirt
- Track pants / Bootlegs – black
- MEPS Polo shirt - green
- Skivvy – green/red/white
- MEPS Sports top
- MEPS Bomber Jacket

###### **BOYS**

- Track pants – black
- MEPS Polo shirt - green
- Skivvy – green/red/white
- MEPS Sports top
- MEPS Bomber Jacket

The school logo on the above listed items is compulsory.

- Clothing displaying other logos or inscriptions will not be permitted.
- Items listed above can be worn in any combination at parents' discretion.
- Grade 6 children have the discretion of purchasing a special issue Grade 6 bomber jacket for the grade six year.
- While the above listed items are acceptable as school uniform, not all items are available through the school uniform shop.
- Hair colours should be natural, i.e. blonde, brown, etc. No blue, green, red, etc.
- Jewellery should not present a danger to the child wearing it or to other children with whom they come into contact. Hanging earrings/sleepers or protruding rings are not permitted.
- Children should not wear make-up to school. Nail polish should not be worn. Exemptions for medical reasons may be approved.

## EXEMPTIONS

Any family may seek exemption from the stated dress code based on the following grounds:

- Religious expectations
- Cultural requirements
- Disability
- Health/Medical conditions

An application for exemption is to be made in writing to the school principal.

Parents/guardians who can demonstrate economic hardship, which prevents their children from complying with the dress code, should contact the Principal.

Exemptions from the stated dress code are at the discretion of the Principal.

If, on any day, a child is not in school uniform it is expected that the parents will send a note of explanation to the school with the child.

### **The following steps will be applied to children not in school uniform:**

|                                   |  |
|-----------------------------------|--|
| <b><i>First occurrence</i></b>    | A verbal reminder of the school policy.  |
| <b><i>Second occurrence</i></b>   | A note is sent to the parents reminding them that the children are expected to be in school uniform.                           |
| <b><i>Third occurrence</i></b>    | A 'Request for Explanation' form is to be sent home.   |
| <b><i>Fourth occurrence</i></b>   | The Principal is to make personal contact with the family concerned to ascertain why the child continues to be out of uniform. |
| <b><i>Further occurrences</i></b> | The child will be restricted to the under-cover areas of the school grounds.   |

\* This procedure may be varied at the Principal's discretion – especially if incidents occur over an extended period of time.

## **ORDERING UNIFORM**

The Uniform Shop is open on Monday and Friday mornings, 8.45am-9.45am. If you are unable to attend at those times, uniform items may be ordered by filling in the attached Order Form and sending it to school with cash payment or credit card details. The uniform will be given to your child to take home.

### **Sizes**

Most items are fairly true to size, so just order the size your child normally wears.

### **Exchange or Refund**

When you receive your goods, if they are the wrong size or you are not satisfied with them, please return them to school **within 7 days** for a full refund or exchange, provided the item has not been worn, washed or is marked or smells of smoke.

If you are returning goods, please enclose a note in the bag, giving your name, phone number, child's grade and whether you want a different size or a refund.

### **Assistance**

If you need help choosing uniform or have any questions, but are unable to come to the Uniform Shop on Mondays or Fridays, please send a note with your name and phone number requesting a Uniform Appointment and the Uniform Co-ordinator will contact you.