
Student Appearance Policy

Policy Number: STU-001.L1.12

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1. Preamble

- 1.1. Students at Chairo are encouraged to live the whole of their lives under the Lordship of Jesus Christ. Their appearance also comes under His Lordship. As such, it must at all times reflect their role as ambassadors for Jesus Christ to the wider community.
- 1.2. The Scriptures teach that “The Lord does not look at the things man looks at. Man looks at the outward appearance, but the Lord looks at the heart” (1 Samuel 16:7b). The desire at Chairo is to strike a balance between:
 - requiring dress and appearance that reflects positively upon the school;
 - enforcing compliance with policies and rules;
 - encouraging proper respect for authority;
 - valuing students as unique individuals created in the image of God; and
 - acknowledging that what is within the heart is more important than what is seen on the surface, while also acknowledging that actual appearance should be, and usually is, a reflection of attitudes of the heart.

2. Definitions

- 2.1. *Approved school uniform* refers to the items of uniform detailed in the *Chairo School Uniform* document (see the appendix to this policy) and stocked by the school’s official uniform supplier.

3. Details

3.1. **General**

- 3.1.1. Student appearance must at all times be neat, clean, modest and in keeping with the role of Chairo students as ambassadors for Jesus Christ. Practically, this means that students must dress so as not to draw undue attention to themselves or to any individual part of their body.
- 3.1.2. Whilst appearance is important, at Chairo it is acknowledged that God judges the heart, not the outward appearance. Students should be distinctive in the community by their displayed Christ-like attitude and behaviour, and not by an extraordinary standard of dress.
- 3.1.3. Students are required to conform to this policy at all times. Breaches of policy shall initially incur a warning. Ongoing breaches of policy without a letter of explanation shall result in appropriate corrective and/or disciplinary action.
- 3.1.4. The relevant Principal will make the final decision regarding any matter relating to the interpretation or implementation of this policy.
- 3.1.5. The health and safety of students shall be an overriding consideration. Notwithstanding anything contained within this policy, where there are health and safety concerns: (1) students are expected to comply with instructions from staff members to take particular action in relation to appearance or uniform; and (2) the school shall consider requests for student appearance or uniform exemptions from parents, especially where such requests are supported by written advice from a medical practitioner.

- 3.1.6. All staff members are expected to demonstrate leadership to the students by example and by the wearing of appropriate neat and modest clothing, and to conform to the *Staff Appearance Policy*.
- 3.1.7. All staff members are expected to regularly and consistently enforce this policy and to ensure the compliance of students with all requirements in relation to appearance and the correct wearing of approved school uniform.
- 3.1.8. Notwithstanding the role of all staff members in this matter, each sub-school shall appoint a male and female staff member who shall have a particular responsibility for enforcing appearance and uniform requirements amongst male and female students respectively. Uniform inspections shall be held regularly and staff members will give talks on appearance, cleanliness, neatness of hair, correct wearing of uniform, etc.
- 3.1.9. Heads of School, at their discretion, may instruct students and parents when items of student uniform need to be replaced or repaired due to such items being in poor condition, ill-fitting, otherwise unsuitable and/or inconsistent with policy.
- 3.1.10. This policy shall be reviewed (including with regard to changing community expectations) on a three-year cycle by the Board-appointed Uniform Review Committee, an ad hoc committee formed specifically for this purpose.
- 3.1.11. Issues relating to operational implementation of this policy will be the ongoing responsibility of the Board-appointed Uniform Advisory Committee, a standing committee formed to address specific issues as and when they are raised.
- 3.1.12. Changes to this policy must ensure an adequate transition period to minimise any cost impact on supplier(s), families and the school. Any changes relating to uniform supplier(s) must be approved by the Board.

3.2. School approved uniform

- 3.2.1. The approved school uniform must: (1) serve the parent body by being affordable, modest, serviceable, neat, and a unifying dress standard; and (2) serve the student body by being comfortable, modern, practical, age-appropriate and suited to our climate, culture and student activities.
- 3.2.2. The approved school uniform must not:
 - give rise to any appearance of 'elitism' or any other 'higher standard' that will draw attention to the school or to the students, rather than to Christ;
 - bring disrepute upon Christ or the school by a poor standard or sloppy appearance; and
 - significantly set students apart from others, thereby causing discomfort or embarrassment, so that their attitude to learning and acceptance of the Gospel message is not hindered.
- 3.2.3. The full range of school-approved uniform items (other than footwear and some optional items) shall be available from Perm-a-Pleat, the school's official uniform supplier. All new items of school uniform (whether branded or generic) must be purchased from such supplier to ensure that students are wearing correct school uniform. See the appendix to this policy for full details of school uniform items.
- 3.2.4. Only approved logos shall appear on uniform items, other than in the case of sports shoes.

- 3.2.5. Summer uniform shall be worn in Terms 1 and 4, and winter uniform shall be worn in Terms 2 and 3. At the commencement of Terms 2 and 4, there shall be a three-week change over period during which either uniform may be worn depending upon weather conditions.
- 3.2.6. Correct summer or winter uniform as appropriate for the school term, and/or as stipulated by staff members, must be worn by student leaders when representing the school at official events. In such cases where girls are required to wear winter uniform, tunics (Junior School) and woollen skirts (Middle School and Senior School) must be worn.

3.3. Hair

- 3.3.1. Hairstyles for boys and girls should not be such that they attract abnormal attention. Any hairstyle that is unusual, severe or unnatural in style or colouring (including radical peroxidising) is unacceptable. Hair should not be shorter than a No.2 cut. Hair should be secured off the face.
- 3.3.2. For reasons of neatness, health and safety:
- girls in Senior School at Drouin and Pakenham (and in Secondary at Leongatha) with long hair (i.e. hair that is below the shoulder in length) should secure their hair back (e.g. tied, pinned, clipped) using discreet hair accessories in navy blue, black, white or brown (fashion accessories are not allowed); and
 - girls in Junior School and Middle School at Drouin, Drouin East, Pakenham and Traralgon (and in Primary at Leongatha) with long hair (i.e. hair that is below the shoulder in length) should secure their hair back and behind the shoulders in a ponytail, braid, bun or similar using discreet hair accessories in navy blue, black, white or brown (fashion accessories are not allowed).
- 3.3.3. Boys' hair is to be neat, well-groomed, appropriately styled and no longer than collar length at the back, eyebrow length at the front and mid-ear length at the sides in its natural state. Boys' hair may not be tied back. All boys are expected to be clean shaven.

3.4. Jewellery, watches, glasses and tattoos

- 3.4.1. Students are not permitted to wear jewellery (including rings, necklaces, wrist/ankle bands and bracelets) other than as per item 3.4.2 below.
- 3.4.2. Girls only may choose to wear jewellery in body piercings. Such jewellery must be matching small discreet (i.e. plain gold or silver, see examples below) sleepers or studs and must only be worn in ear lobes (with no more than one per lobe). No other forms of jewellery (including clear or plastic piercing rings, 'invisible studs', barbells, etc.) may be worn in body piercings.
- 3.4.3. Students who plan to have additional piercings should do so as soon as possible after the last day of the academic year in December. This will allow sufficient time for healing to take place over summer and for the additional piercing to be safely removed while the uniform is being worn throughout the school year.
- 3.4.4. Watches that do not bring undue attention are acceptable.
- 3.4.5. Glasses, whether prescription glasses and/or sunglasses, should not be overly reflective and should not be of a colour or design that brings undue attention.
- 3.4.6. Visible tattoos are not acceptable, including when students are wearing sports uniform or swimwear.

3.5. Make-up and perfume

- 3.5.1. Make-up in Middle School and Senior School should not be such that it attracts abnormal attention to a student. Chapsticks should not be coloured. No coloured nail polish, lipstick or heavy eye make-up is allowed.
- 3.5.2. Students who breach policy requirements in relation to make-up will be asked to remove excess make-up immediately.
- 3.5.3. The modest and responsible use of perfume/cologne is acceptable.

3.6. Sports uniform

- 3.6.1. Junior School students should wear sports uniform to and from school on days they have Physical Education classes, sport or other sporting activities.
- 3.6.2. Middle School and Senior School students must wear full school uniform to and from school on days they have Physical Education classes or sport and change into sports uniform at school.
- 3.6.3. Middle School and Senior School students are permitted to wear sports uniform to and from school for “whole day” sporting events.

3.7. Swimwear

- 3.7.1. Students participating in school-based swimming activities (e.g. sports days, camps) must wear bathers that are modest.
- 3.7.2. Girls should preferably wear one-piece bathers. Where a bikini is worn, a T-shirt must be worn over the top at all times.
- 3.7.3. Boys should wear bathers that are appropriate for swimming. Therefore, knee length shorts or football shorts should not be worn.
- 3.7.4. Chairo bathers, where available, are optional for all students.
- 3.7.5. For more details in relation to appropriate swimwear for inter-school sports days, students should consult the Sports Coordinator.

3.8. Correct wearing of uniform items

- 3.8.1. Uniform items should be replaced or repaired when they are in poor condition, ill-fitting, otherwise unsuitable and/or inconsistent with this policy.
- 3.8.2. Trousers and slacks must be no longer than the top of the heels.
- 3.8.3. The length of all skirts and dresses must be no shorter than the horizontal crease in the back of the knee when standing in an upright position without wearing a jumper.
- 3.8.4. Shirts with curved/tail hems—whether short or long sleeved—that button to the collar (and are therefore suitable for ties) should be tucked in at all times, while short-sleeved shirts with straight hems that do not button to the collar (and are therefore not suitable for ties) may be left untucked as long as they do not protrude from under jumpers or jackets.
- 3.8.5. Polo shirts may be left untucked, but not if they protrude from under fleecy cardigans (Junior School), jumpers or jackets.
- 3.8.6. Clothing may not to be worn tied around the waist or draped over the shoulders.

- 3.8.7. Garments worn under shirts, skirts and dresses (e.g., T-shirts, skivvies, shorts) should not be visible and students may be asked by staff members to remove such garments if they cannot be suitably hidden from sight.

3.9. Sundry uniform items

- 3.9.1. Where belts are worn, they should have a simple black, silver or gold buckle and be plain black (boys), or plain black or navy blue (girls).
- 3.9.2. Ties are only compulsory as part of Senior School winter uniform but are also required whenever blazers are worn by Senior School students representing the school (other than by girls in summer uniform) as per item 3.13.2. They must only be worn with a blue shirt that buttons all the way to the collar and must be removed during technology classes and at other times when instructed to do so by staff members.
- 3.9.3. Socks and tights purchased other than from the school's official uniform supplier must look the same as those available from the official supplier to ensure that they are suitable.
- 3.9.4. School shoes must be black leather (not patent leather) with heels no higher than 2.5 cm and must not be boot or runner styles. All school shoes must have laces, other than at Junior School where shoes with Velcro (boys and girls) and with T-bar with a buckle (girls) are acceptable alternatives.
- 3.9.5. Hats must be worn outdoors during Terms One and Four (including as part of the sports uniform) and at other times when instructed to do so by staff members and must not be worn in class.

3.10. Bags and backpacks

- 3.10.1. Students may use Chairo logo bags or backpacks, or plain navy blue/black backpacks.
- 3.10.2. Parents should select a bag or backpack that is ergonomically suitable for their child.
- 3.10.3. Plain navy blue/black sports bags may be used for the purpose of carrying sports uniform (but not in lieu of a school bag or backpack).

3.11. Year 12 jackets (Drouin Campus)

- 3.11.1. Special commemorative jackets for Year 12 students may be designed and obtained each year. They are an optional item of student uniform and may be worn with or without a jumper from the commencement of Term Two.
- 3.11.2. The Head of Senior School has the authority to instruct that Year 12 jackets not be worn on specific occasions at his/her discretion.
- 3.11.3. Students are permitted to design the artwork each year for their Year 12 jackets, with such artwork to be approved by the Principal prior to an order being placed.
- 3.11.4. The Business Manager is responsible for approving the choice of Year 12 jackets (other than the artwork) each year and for the process of purchasing such jackets from the school's official uniform supplier or other supplier chosen by the Business Manager.

3.12. Blazers (Pakenham Campus)

- 3.12.1 The purchase of a blazer is compulsory for Senior School students at the Pakenham Campus.

3.12.2. Junior School and Middle School students may wear blazers when required to do so by a Head of School for a representative event. These will be provided by the school as required.

Terms 1 and 4

3.12.3 Blazers can optionally be worn by Senior School students as an outer garment with school uniform, with or without the school jumper underneath.

3.12.4 Blazers will be required by Senior School students as part of the uniform on formal occasions or when Senior School students are representing the school in school uniform in public. Formal occasions requiring a blazer will include events such as Anzac Day services, presentation nights and musical performances, which can fall in Terms 1 and 4. The Head of Senior School shall determine the occasions when a blazer will be worn.

3.12.5 The blazer is not to be worn with sports uniform.

Terms 2 and 3

3.12.6 Blazers are to be worn as an outer garment, with or without the school jumper, by Senior School students when travelling to and from school, and when off-campus in public (including on buses).

3.12.7 At school, during the school day, Senior School students may wear the jumper, blazer or both over the school shirt.

3.12.8 Blazers will be required by Senior School students as part of the uniform for assemblies, formal occasions and when representing the school in school uniform in public. The Head of Senior School shall determine the occasions when a blazer will be worn.

3.12.9 The blazer is not to be worn with sports uniform.

3.13. Blazers (Drouin, Leongatha, and Traralgon campuses)

3.13.1. A limited number of blazers will be available for short-term loan to Middle School and Senior School students, including elected student leaders (i.e. captains and vice-captains), when they are representing the school on special or civic occasions.

3.13.2. Senior School students (other than girls in summer uniform) wearing blazers when representing the school must wear blue button-up shirts with the Chairo logo and Chairo ties.

3.13.3. The relevant Head of School shall determine the occasions on which students are required to wear blazers, and which students shall be required to wear blazers on such occasions.

3.13.4. In addition to the requirements above regarding Senior School students wearing button-up shirts and ties with blazers, the Executive Leadership Team shall have authority to develop and implement further requirements in relation to the correct wearing of student uniform in conjunction with blazers on special or civic occasions.

3.14. Cold and/or wet weather options

3.14.1. Plain navy-blue scarves, beanies and gloves are optional additions to the winter uniform and may not be worn in class.

3.14.2. Plain navy-blue raincoats and Chairó softshell jackets are optional but may not be worn in the classroom.

3.14.3. For safety reasons, students may not bring umbrellas to school or school-related activities.

3.15. Kindergarten clothing

3.15.1. Children attending Chairó's Kindergartens are not required to wear school uniform.

3.15.2. Parents of children attending Chairó's Kindergartens may choose to dress their children in Junior School uniform or other items of clothing with a Board-approved Kindergarten logo.

3.16. Casual clothes

3.16.1. Clothing worn on casual clothes days, camps and casual dress excursions must be neat and modest and must not have inappropriate slogans or symbols that are inconsistent with the school's expectations.

3.16.2. Tank tops, singlets and caps are not appropriate in accordance with the *Sun Protection Policy*, and open toe footwear must not be worn.

3.16.3. The hair, jewellery and make-up sections of this policy also apply for casual clothes days, camps and casual dress excursions.

See Appendix over the page for details of Chairó school uniform items.

Chairo School Uniform

The information contained in this appendix should be read in conjunction with the *Student Appearance Policy*. All items of uniform (except footwear) are stocked in the Perm-a-Pleat uniform shops located at the Drouin and Pakenham campuses. Note: all references to logo mean the Board-approved Chairo logo.

To ensure that students are wearing correct uniform, all items of uniform (except footwear) must be purchased from Perm-a-Pleat other than as noted below or announced from time-to-time. For example, the purchase of socks from Perm-a-Pleat is optional, but care should be exercised if purchasing elsewhere to ensure that they look the same as the Perm-a-Pleat socks.

GIRLS: Prep to Year 4 (Drouin East, Pakenham & Traralgon), Prep to Year 6 (Leongatha)

General:

- Navy blue fleecy cardigan with logo **OR** navy blue jumper/pullover with logo
- Black leather school shoes with laces, Velcro or T-bar with a buckle
- Chairo softshell jacket **OR** plain navy blue raincoat (optional)

Summer:

- Chairo summer dress
- Plain unbranded white socks to cover ankles (optional from Perm-a-Pleat)
- Navy blue legionnaire, cricket or fishing hat with logo

Winter:

- Chairo tunic **OR** plain navy blue dress slacks
- Blue short or long sleeved polo shirt with logo
- Navy blue tights (or navy blue socks to cover ankles) with tunic **OR** navy blue socks with slacks

GIRLS: Years 5 to 8 (Drouin, Pakenham & Traralgon)

General:

- Navy blue jumper/pullover with logo
- Black leather school shoes with laces
- Chairo softshell jacket **OR** plain navy blue raincoat (optional)

Summer:

- Chairo summer dress
- Plain unbranded white socks to cover ankles (optional from Perm-a-Pleat)
- Navy blue legionnaire, cricket or fishing hat with logo

Winter:

- Chairo woollen skirt **OR** plain navy blue dress slacks
- Blue short or long sleeved button up shirt with logo
- Navy blue tights (or navy blue socks to cover ankles) with skirt **OR** navy blue socks with slacks

GIRLS: Years 9 to 12 (Drouin & Pakenham), Years 7 to 10 (Leongatha)

General:

- Navy blue jumper/pullover with logo
- Black leather school shoes with laces
- At Drouin and Leongatha, a Chairo softshell jacket **OR** plain navy blue raincoat (optional)
- At Pakenham, a Chairo blazer for formal occasions in Terms 1 and 4, and every day in Terms 2 and 3
- At Drouin, Year 12 jacket (optional for Year 12 students during Terms 2 to 4)

Summer:

- Chairo summer dress
- Plain unbranded white socks to cover ankles (optional from Perm-a-Pleat)
- Navy blue cricket or fishing hat with logo

Winter:

- Chairo woollen skirt **OR** plain navy blue dress slacks
- Blue short or long sleeved button up shirt with logo
- Chairo tie
- Navy blue tights (or navy blue socks to cover ankles) with skirt **OR** navy blue socks with slacks

BOYS: Prep to Year 4 (Drouin East, Pakenham & Traralgon), Prep to Year 6 (Leongatha)

General:

- Navy blue fleecy cardigan with logo **OR** navy blue jumper/pullover with logo
- Black leather school shoes with laces or Velcro
- Plain grey socks (optional from Perma-a-Pleat)
- Chairo softshell jacket **OR** plain navy blue raincoat (optional)

Summer:

- Grey elastic waisted shorts
- Blue short sleeved polo shirt with logo
- Navy blue legionnaire, cricket or fishing hat with logo

Winter:

- Grey elastic waisted trousers
- Blue short or long sleeved polo shirt with logo

BOYS: Years 5 to 8 (Drouin, Pakenham & Traralgon)

General:

- Navy blue jumper/pullover with logo
- Black leather school shoes with laces
- Plain grey socks (optional from Perm-a-Pleat)
- Chairo softshell jacket **OR** plain navy blue raincoat (optional)

Summer:

- Grey dress shorts (not elastic waisted) **OR** grey elastic waisted shorts (optional for Year 5 only)
- Blue short or long sleeved button up shirt with logo
- Navy blue legionnaire, cricket or fishing hat with logo

Winter:

- Grey dress trousers (not elastic waisted) **OR** grey elastic waisted trousers (optional for Year 5 only)
- Blue short or long sleeved button up shirt with logo

BOYS: Years 9 to 12 (Drouin & Pakenham), Years 7 to 10 (Leongatha)

General:

- Blue short or long sleeved button up shirt with logo
- Navy blue jumper/pullover with logo
- Black leather school shoes with laces
- Plain grey socks (optional from Perm-a-Pleat)
- At Drouin and Leongatha, a Chairo softshell jacket **OR** plain navy blue raincoat (optional)
- At Pakenham, a Chairo blazer for formal occasions in Terms 1 and 4, and every day in Terms 2 and 3
- At Drouin, Year 12 jacket (optional for Year 12 students during Terms 2 to 4)

Summer:

- Grey dress shorts (not elastic waisted)
- Navy blue cricket or fishing hat with logo

Winter:

- Grey dress trousers (not elastic waisted)
- Chairo tie

SPORT: Boys and girls, all ages

- Sports shoes/runners
- Chairo rugby top (optional)
- Navy blue Chairo track pants
- Navy blue Chairo sports shorts
- Navy blue short sleeved sports shirt with logo
- Plain unbranded white sports socks (optional from Perm-a-Pleat)
- Chairo softshell jacket **OR** plain navy blue raincoat (optional)
- Chairo football socks (optional for Years 5 to 12 with teacher approval)
- Chairo netball socks (optional for Years 5 to 12 for representative sport only with teacher approval)