

# Uniform Policy and Procedures



THE KING'S COLLEGE  
Be exceptional.



## Compliance and Review

The King's College is committed to the continuous improvement of its Child Protection Programme and adhering to the WA child protection laws, regulation and standards.

## The King's College Uniform Policy

Reviewed by:	The Principal	Updated:	Feb 2025
Endorsed by:	The College Board	Next review:	Feb 2027

## UNIFORM POLICY

Version Management			
Version	Date Published	Changes Made	Author of Changes
2022	26/5/2022	Minor changes (blazer, dress/shorts length, hair, jewellery, piercings, sunglasses), hats outside all year, photo guide	Kyle Baggaley, Deputy Principal of Student Services
2025	6/3/2025	Update to Secondary Girls Uniform (skirts, shirts, pants). Minor changes to guidelines for hats, faction shirts, shoes and socks, skirt length, jewellery, other, makeup free dress, uniform management procedures	Bill Innes, Principal

# UNIFORM POLICY

*The King's College is guided in the formulation of its child Safe policies by the National Principles for Child Safe Organisations (National Framework for Protecting Australia's Children 2009-2020).*

## 1. RATIONALE

This policy provides guidelines for student uniforms at The King's College. It seeks to acknowledge and perpetuate the original vision of those who founded the College as a Christian educational community with a Spirit-filled emphasis. Further, the intention and purpose of this policy is to address uniform matters; however, the principal has discretion over any matter not specifically stated in the policy and in circumstances where the arbitrary application of the policy does not achieve the overarching purpose of the College's vision, mission and objectives.

## 2. GENERAL PRINCIPLES

The King's College is a 'uniform' school, requiring students to be well presented.

The uniform code is designed to instil a sense of pride in the students for their College. In addition, it provides a valuable opportunity for students to be trained in representing an organisation in which they are involved. They will, later in life, represent organisations as employees and members where the expectation will be that they maintain a specified standard.

Teachers and parents have a responsibility to support and uphold the uniform policy. How the students wear the uniform reflects on the College in the community.

## 3. UNIFORM REGULATIONS

### General

All items of uniform, except shoes and stockings, must be purchased from the on-site College uniform shop.

When travelling to and from the College, on school days, the correct College uniform must always be worn. This applies to students if travelling by car, public transport, walking or cycling. Students are not permitted to leave the College in clothes other than the College uniform e.g., other sports clothes, work uniforms, unless permission has been gained from student services. This will only be granted in exceptional circumstances. Sports uniform is acceptable for after-school sporting and extra-curricular activities which are associated with the College e.g., athletics training.

All items of the uniform are to be worn in the correct manner e.g., shoelaces tied correctly, and hats worn the correct way.

The uniform, in full or in part, must never be worn with casual clothing.

**College Hat** must be worn outside all year (primary students only), Terms 1 and 4 (secondary students), but must not be worn inside. During Terms 1 and 4, Secondary students must wear their hats when outside at break times and for outdoor lessons, even when sitting in the shade.

**College School Bag** or the College Sports Bag are the only bags to be brought to school from Pre-primary to Year 12, including offsite events and excursions.

**Faction/House Shirts** are optional and are only to be worn to school on scheduled school sporting carnival days and house events as indicated by the Deputy Principal Student Services or Head of Primary. They are not to be worn on excursions, including interschool sporting events.



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### Clothing | Please refer to Annexure 1 for Uniform Infographic

In the winter terms, the **blazer** must be worn; in the summer terms, it need not be worn apart from formal occasions or excursions as directed. The blazer may be removed after morning Pastoral Care Class but must be put on at the end of the school day and worn whenever off campus, in public view. It must be worn to formal occasions, as directed.

**Jumpers** should not be worn outside the College grounds as an outer garment in winter. Jumpers are not to be worn with the sports uniform and the tracksuit top should not be worn with the normal school uniform.

The **Year 12 Leavers Jacket** does not form part of the formal uniform and is allowed as a courtesy to the students and entirely at the discretion of the executive. It may be worn in place of the blazer (Year 12 only). It must be replaced by the blazer for all formal events held during this time, as directed.

The **Year 6 Leavers Shirt** does not form a part of the formal uniform in secondary school.

- The jumper or jacket must not be worn tied around the waist.
- The hemline for the dresses and skirts must be no shorter than 5cm or three fingers width above the front and back of the knee.
- Shorts must be no shorter than three-quarter thigh length.
- No items may be rolled up/over at the top or bottom.
- Bicycle pants may be worn underneath the uniform as long as they are not visible.
- Girl's blouses may only have the top button undone. All others must be done up.
- For the girl's formal uniform, navy stockings (70D) can be worn in place of the white socks. No other colours or tight styles are permitted. Navy stockings (70D) are mandatory with the skirt for Winter Uniform.

### Shoes and Socks

#### Formal Uniform:

- Shoes must be a smart black leather school shoe.
- Mary-Jane shoes are only permitted in the primary school.
- The shoes must not be made of suede, canvas or soft material.
- The shoes must have heels that are no less than 2cm and no greater than 4cm in height.
- Girls' socks must be the white College socks.
- Boys' socks must be the navy-blue College socks for formal uniform and the College white socks for sports uniform.

#### Sports Uniform:

- Shoes must be a supportive runner.
- Canvas shoes such as Converse or Volleys are not permitted.
- Boys' socks must be the white College socks.

### Hair

- Hair must be kept clean, neat and tidy.
- Long hair must be tied back (long hair is defined as all hair touching the top of the collar or longer).
- All hair must be off the face with any strands clipped back.
- Hair may be coloured provided the colour is natural-looking.
- Numerous small plaits are unacceptable unless that styling is part of a student's culture, in which case hair bands must be plain navy blue, black or white otherwise, neutral tone elastic bands are acceptable.
- Clipper haircuts (full or partial) must be number 3 or above. Shaved heads are not acceptable.
- Extreme styles like (but not limited to) spiking, giving too much volume, mullets and shaved lines or patterns are not permitted.
- Hair accessories must be plain and only in the colours navy blue, black or white.

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### Jewellery

- Students may wear a watch (Smartwatches are not permitted).
- Necklaces/chains are not permitted.
- Bracelets are not permitted.
- Cultural or religious items may be considered upon written application to and approval by the Principal.
- Unacceptable items will be confiscated and returned to the student at the end of the term or may be collected earlier by the student's parent/carer.

### Piercings

- Students may wear up to two sets of earrings (thin sleepers or studs) in the lower lobe; small gemstones may be permitted, no hanging parts.
- Studs must be 4mm or less in diameter and sleepers need to be 12mm or less in diameter.
- Facial and tongue piercings are not permitted except for a single small clear retainer (2mm or less) in the nose.
- A small clear retainer (2mm or less) may be used for additional ear piercings.
- Students found to be wearing jewellery that does not meet College expectations will have the jewellery confiscated. These items will be returned at the end of the term or will need to be collected by the student's parent/carer.

Acceptable Accessories/Jewellery		
 Watch	 Studs 4mm	 Sleepers 12mm

### Make-up

- Only clear nail polish is permitted.
- Fake nails are not permitted.
- A thin layer of foundation/tinted moisturiser is permitted.
- All other makeup-including but not limited to lip colour, blush/bronzer and eye makeup is not permitted.
- Fake eyelashes are not permitted

### Sunglasses

- Students may wear sunglasses when outdoors, but they are not permitted to wear sunglasses in classrooms or on their heads. The College takes no responsibility for loss or damage to glasses.

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### Other

- Face must be clean shaven.
- Students in Years 7-12 with minimal facial hair (e.g., above the lip), especially younger students, may have an exemption from shaving after consultation with the Deputy Principal or Principal.
- Body markings are not permitted, including tattoos. Students are not to draw on themselves or others. Scarves that are navy blue or black may be worn during the winter months.
- In some circumstances, cultural variations may be approved by the Principal. In order to seek approval, all requests must be forwarded to the Principal in writing. The Principal may then request a meeting to discuss these variations.

### Free Dress Days

At times during the College year, students participate in various fund-raising events, including Free Dress Days.

On these special days, students are allowed to wear free dress rather than the College uniform. A gold coin donation is required from each student who chooses to wear free dress. The money will be collected on the morning at Pastoral Care Cass and will be donated to the charitable organisation nominated prior to the day.

The Free Dress Day regulations are outlined below:

- Appropriate casual clothing may be worn.
- Students may wear free-dress or sports uniform on free-dress days.
- Students are required to ensure they are appropriately dressed for all lessons on that day (e.g., closed-in shoes for Woodwork, and athletic clothing and supportive footwear for sport).
- Normal College rules regarding hair and make-up apply on the day.
- No inappropriate/explicit slogans/graphics.
- No crop tops or see-through tops or dresses.
- Necklines must be modest.
- Shoulders must be covered (no tank tops, singlets, strapless tops or tops with spaghetti straps).
- No short-shorts or skirts (hemlines must extend past the student's fingertips as they stand straight and stretch their hands down by their sides).
- If leggings are worn, they must be paired with shorts or a skirt.
- Students are reminded that they will still require covered shoes for school.

If the Student Services staff, under the leadership of the Deputy Principal Student Services or Head of Primary, deem a student's clothing to be unsuitable, the College reserves the right to contact the parents/carers and request the student be collected or a suitable change of clothing be provided. Students may be asked to remain in Student Services until such time as their dress standards are approved.

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### 4. UNIFORM MANAGEMENT PROCEDURES

For incorrect uniform, infringements are issued.

- Incorrect uniform issues that are immediately correctable (e.g. hair down, shirt out, jewellery worn)
  - The student is asked to correct the issue immediately in the first instance without an infringement. Repeat instances will incur an infringement.
  - Failure to comply follows standard disciplinary procedures.
- Incorrect uniform issues that require action out of class (e.g. make-up, unshaven)
  - The student is given an infringement.
  - The student is sent to Student Services to obtain wipes/razor to correct the issue.
  - Failure to comply follows standard removal procedures.
- Incorrect uniform issues that require purchase of items (e.g. missing/incorrect uniform pieces)
  - The student is given an infringement.
  - If parents, when contacted regarding the infringement, indicate their intention to purchase the uniform item, a note, including the date and name of the item, is written in the student's Diary (where applicable) to excuse the student for one week. Following that, usual procedures apply.
- Incorrect uniform issues that require action out of school (e.g. hair incorrect length/colour)
  - The student is given an infringement.
  - If parents, when contacted regarding the infringement, indicate their intention to solve the uniform problem, a note, including the date and brief description of the issue, is written in the student's Diary (where applicable) to excuse the student for a reasonable amount of time. Following that, usual procedures apply.
  - In some cases, parents may be contacted to collect students and students may not be permitted to return until the concern has been rectified.
  - Students whose hair cuts are not consistent with the school expectations but require the hair grow out may be required to have their break times in student services and until the issue is resolved.
- Inappropriate clothing issues on free-dress days
  - The student is sent to Student Services and parents are contacted.

### 5. APPLICABLE LAW

The King's College acknowledges its obligations to comply with all relevant and applicable statutes and laws of the State of Western Australia and the Commonwealth in the implementation of its Uniform Policy.

### 6. RELEVANT POLICIES

- Behaviour Management Policy
- Enrolment Policy
- Student Code of Conduct

## UNIFORM POLICY

### ANNEXURE 1 - UNIFORM INFOGRAPHIC

#### Kindergarten and Pre-primary Summer Uniform Unisex

SUMMER UNIFORM TERMS 1 AND 4			WINTER UNIFORMS TERMS 2 AND 3
<ul style="list-style-type: none"> <li>• College Blue Polo Shirt with Crest</li> <li>• College Navy Rugby Style Sport Shorts</li> <li>• Black T-Bar Sandals or Sports Shoes (minimum trim, preferably Velcro) with College White Ankle Socks (minimal trim, preferably velcro)</li> <li>• College Bucket Hat</li> </ul>			<ul style="list-style-type: none"> <li>• College Blue Polo Shirt with Crest</li> <li>• College Navy Rugby Style Sport Shorts (Under Tracksuit)</li> <li>• College Navy Tracksuit with Crest</li> <li>• College White Sports Ankle Socks</li> <li>• Sports Shoes (minimal trim, preferably velcro)</li> <li>• College Bucket Hat</li> </ul>

#### Year 1 - 6 Summer Uniform | Terms 1 & 4

FEMALE			MALE
<ul style="list-style-type: none"> <li>• College Tunic Dress with Crest and Tie</li> <li>• College Navy Wool Jumper with Crest</li> <li>• College White Ankle Socks</li> <li>• Smart black leather school shoes</li> <li>• College Bucket Hat</li> </ul>			<ul style="list-style-type: none"> <li>• College Navy Short Sleeve Shirt with Crest</li> <li>• College Navy Shorts with Elastic Back OR College Grey Trousers</li> <li>• College Navy Wool Jumper with Crest</li> <li>• College Navy Socks</li> <li>• Smart black leather school shoes</li> <li>• College Bucket Hat</li> </ul>

#### Year 1 – 6 Winter Uniform | Terms 2 & 3

FEMALE			MALE
<ul style="list-style-type: none"> <li>• College Tunic Dress with Crest</li> <li>• College Navy Wool Jumper with Crest</li> <li>• College White Ankle Socks</li> <li>• Navy Stockings (70D) Optional</li> <li>• Smart black leather school shoes</li> <li>• College Bucket Hat</li> </ul>			<ul style="list-style-type: none"> <li>• College Blue Short Sleeve Shirt with Crest</li> <li>• College Grey Trousers</li> <li>• College Blue Wool Jumper with Crest</li> <li>• College Tie</li> <li>• Plain Black Belt (If required)</li> <li>• College Navy Socks</li> <li>• Smart black leather school shoes</li> <li>• College Bucket Hat</li> </ul>



# UNIFORM POLICY

## Secondary Uniform | Male

### SUMMER | TERMS 1 AND 4

- College Navy Short Sleeve Shirt with Crest
- Navy Shorts with Belt Tabs **OR** Grey Trousers
- College Navy Wool Jumper with Crest
- Plain Black Belt (If required)
- College Navy Socks
- Smart black leather school shoes
- College Cap



### WINTER | TERMS 2 AND 3

- College Navy Short Sleeve Shirt with Crest
- Grey Trousers
- College Navy Wool Jumper with Crest
- College Navy Blazer with Crest
- College Tie
- Plain Black Belt (If required)
- College Navy Ankle Socks
- Smart black leather school shoes



## Secondary Uniform | Female

### SUMMER | TERMS 1 AND 4

- College Tunic Dress with Crest and Tie **OR** College Shirt and Skirt
- College Navy Wool Jumper with Crest
- College White Ankle Socks
- Smart black leather school shoes
- College Cap



### WINTER | TERMS 2 AND 3

- College Tunic Dress with Crest and Tie **OR**
- College Shirt, Tie and Skirt with Navy stockings (70D) (mandatory) **OR**
- College Shirt, Tie and Girl's Grey Pants
- College Navy Wool Jumper with Crest
- College Navy Blazer with Crest
- College White Ankle Socks
- Navy Stockings (70D) Optional with Dress
- Smart black leather school shoes



## Secondary Sports Uniform

- College Navy Polo Shirt with Crest
- College Navy Sport Shorts with Crest
- College Navy Tracksuit with Crest
- College White Sports Ankle Socks
- Lace-Up Sports Shoes (Minimal Trim - not Vans, Volleys, skate shoes or canvas casual shoes)
- College Bucket Hat or College Cap (Secondary)



## UNIFORM POLICY

### Uniform Accessories



College Bag



College Sports Bag



College Socks



College Tie



College Bucket Hat



College Cap

## SCHOOL SHOES

### YEARS PK-PP



Sports Shoes with Minimal Trim, preferably Velcro.

### YEARS 1-12



Smart Black Leather School Shoes.

Mary Jane style shoes permitted in primary school only



Sports Uniform Shoes: Lace-Up Sports Shoes with Minimal Trim



NOT Vans, Volleys, skate shoes or canvas casual shoes