



<b>GUIDELINE</b>	<b>Uniform</b>
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Guideline Owner	<b>Principal</b>
Function/Area	<b>School Community</b>

## Guideline Scope

This guideline applies to all students of Tranby College.

## Guidelines

The Head of Junior School and Heads of House in the Senior School have the final decision concerning suitability of hairstyles and uniform standards. Students who consistently do not meet uniform expectations may be suspended from attending the College until corrected.

This guideline is divided into the following subheadings:

1. **WEARING OF THE COLLEGE UNIFORM**
2. **NON-UNIFORM DAY GUIDELINES**

### 1. WEARING OF THE COLLEGE UNIFORM

Whenever, and wherever, the uniform is worn it must be worn correctly. This **applies at all times during the day**, not just during College hours.

- Uniforms must be clean, well-pressed and in good condition.
- Shoes are to be well-polished, and sports shoes kept clean.
- Uniforms and shoes must be as specified in the Uniform List (see point 1.1 below)
- Students must wear a regulation Tranby hat or cap when outside (during sports lessons and when involved in outdoor activities, including recess, lunch and play times).
- Skirts, Culottes, Shorts and trousers are designed to be worn on the waist. The Skirts, Culottes and Shorts must be approximately knee length.
- A Tranby College Backpack must be used to carry books and other personal property to and from the College.
- If students need a bag for their sports uniform, they must use the Tranby College Sports Bag.
- All items of clothing/personal equipment must be clearly labelled with students' full name.
- Students and parents are notified if uniform requirements and standards are not being met.
- **Hair standards** – at all times hair must be worn in such a way that:
  - The hair style is conservative – fashion trends and hair shorter than a No. 2 are inappropriate. Inappropriate hair styles include hair that is shaved around the perimeter in unusual patterns, top knots, extreme fades or tapers, undercuts
  - Is tidy and well cared for.
  - Does not fall across the face.
  - Does not interfere with face-to-face communication.
  - Is one natural colour.
  - If it is longer than collar length it must be tied back using plain black scrunchies, black hair ties or plain black ribbons.
  - Students must be clean shaven
- If a student has a **tattoo** (obtained with parental permission) the tattoo must not be visible when wearing the College uniform.
- **Make-up, false eyelashes and nail polish are NOT permitted.**

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- **Sunglasses** – should parents choose for their child to wear sunglasses; the College requests the following:
  - The sunglasses be approved by the Cancer Council of WA.
  - The sunglasses are appropriate for the activities the student is involved in.
  - The sunglasses are conservative in colour and style, and as plain as possible, in keeping with the College's uniform.
  - Students are responsible for the care of their sunglasses.
- **NO Jewellery** is to be worn with the College uniform with the exception of:
  - Earrings – students with pierced ears may wear one matching pair of small plain gold or silver round studs (without a stone), or gold or silver sleepers (only one earring is permitted in each ear lobe).
  - A watch (Years 2 and above only) - NOT ornate and either analogue or digital with a black, brown or white band (NO watches with text or phone capability)

Visible body piercing or mouth jewellery are **not allowed** to be worn at school.
- **NO watches** are to be worn in Kindergarten, Pre-primary or Year 1.

### 1.1 Uniform List

#### Early Learning (Years K–2)

<p><b>ALL YEAR:</b></p> <ul style="list-style-type: none"> <li>• Legionnaire Hat (recommended)</li> <li>• Backpack - Kindy</li> <li>• Early Learning Polo Shirt</li> <li>• Windcheater</li> <li>• House Shirt (<i>Bilu: Blue, Budjar: Green, Karla: Red, Marra: Yellow</i>)</li> <li>• Sports Shorts (Cotton or Microfibre)</li> <li>• Sports Socks</li> </ul> <p><b>SUPPLIED WITH BOOKLISTS:</b></p> <ul style="list-style-type: none"> <li>• Library Bag (maroon) – provided as part of Kindy booklist</li> <li>• Home Learning Bag (blue) – provided as part of Kindy booklist</li> <li>• Art Smock – provided as part of Kindy booklist</li> <li>• Pencil Case – provided as part of Year 1 booklists</li> </ul> <p><i>Replacements available from the Uniform Shop</i></p> <p><b>OPTIONAL ITEMS:</b></p> <ul style="list-style-type: none"> <li>• Slouch (Wide Brim) Hat</li> <li>• Bomber Jacket</li> <li>• Track Pants - Junior</li> <li>• Rain Coat</li> </ul> <p><b>All above items must be regulation Tranby Uniform.</b></p>	<p><b>FOOTWEAR:</b></p> <ul style="list-style-type: none"> <li>• Plain Black Sports Shoes – all-purpose with tabs if possible.</li> </ul> <p><b>SWIMMING (PP-Y2):</b></p> <ul style="list-style-type: none"> <li>• Plain Black Rashie (recommended)</li> <li>• Boys: Plain Black Speedos, Jammers and/or Microfibre Sports Shorts</li> <li>• Girls: Plain Black One-Piece Bathers (Plain Black Microfibre Sports Shorts can be worn over these).</li> </ul> <p><i>The above may be purchased direct from any retailer. Branded items are also available in the Uniform Shop.</i></p> <p><b>HAIR:</b></p> <ul style="list-style-type: none"> <li>• Only black hair ties, headbands, scrunchies and/or ribbons permitted. Hair clips may be black or brown. The following are available from the Uniform Shop:           <ul style="list-style-type: none"> <li>○ Black Scrunchie</li> <li>○ Black Hair Pigtales</li> <li>○ Black Pony Bow</li> </ul> </li> </ul> <p><b>NO</b> other hair accessories are permitted.</p> <p><i>Coloured scrunchies, hair ties, combs, slides and/or bands are not acceptable.</i></p>
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### Junior School (Years 3–6)

#### ALL YEAR (FORMAL UNIFORM):

- Slouch (Wide Brim) Hat
- Backpack – Junior or Senior (*Students with a Kindy backpack may continue with its use if in good condition and providing it adequately holds their required items.*)
- Woollen Jumper
- Formal Shirt (Beige Stripe)
- Skirt, Culottes, Formal Trousers or Formal Shorts
- Formal Socks (Beige)

#### SUPPLIED WITH BOOKLISTS:

- Library Bag (maroon) – provided as part of Kindy booklist
- Home Learning Bag (blue) – provided as part of Kindy booklist
- Art Smock – provided as part of Kindy booklist
- Pencil Case – provided as part of Year 3 and 4 booklists

*Replacements available from the Uniform Shop*

#### TERMS 2 & 3 ADDITIONAL:

- Junior Tie or Tie Bow

#### OPTIONAL:

- Black Belt
- Bomber Jacket
- Scarf (Terms 2 & 3 only)
- Tights (Beige)
- Trolley Bag (in lieu of a Backpack)

**With the exception of the tights and belt, all above items must be regulation Tranby Uniform.**

#### FOOTWEAR:

- Plain Black Polished Leather Lace-ups with broken sole (not fashion shoes)

#### HAIR:

- Only black hair ties, headbands, scrunchies and/or ribbons permitted. Hair clips may be black or brown. The following are available from the Uniform Shop:
  - Black Scrunchie
  - Black Hair Pigtails
  - Black Pony Bow

#### SPORT UNIFORM\*:

- Sports Shorts (Cotton or Microfibre)
- House Shirt (to be worn for Inter-house sport and various events) (*Bilu: Blue, Budjar: Green, Karla: Red, Marra: Yellow*)
- Inter-school Sports Polo (to be worn for PE lessons, at Inter-school events and when sports uniform is worn on excursions)
- Sports Socks
- **SPORT SHOES:** must be predominantly black or white with black or white laces or tabs and non-marking soles. Sports shoes must be suitable for physical activity such as running (skate and basketball boot type shoes are not acceptable).

#### SPORT OPTIONAL ITEMS\*:

- Sports Bag (if required for co-curricular sports)
- Track Jacket – only to be worn with Sports Uniform
- Track Pants - Microfibre

#### \*NOTES:

- **With the exception of Sports Shoes, all above items must be regulation Tranby Uniform.**
- **Sports Uniform items may ONLY be worn when students are participating in sports activities OR when students are directed to wear a Sports Uniform for an excursion.**

#### SWIMMING:

- Plain Black Rashie (recommended)
- Boys: Plain Black Speedos, Jammers and/or Microfibre Sports Shorts
- Girls: Plain Black One-Piece Bathing Suits (Plain Black Microfibre Sports Shorts can be worn over these).

*The above may be purchased direct from any retailer BUT Tranby regulation swimwear must be worn when participating in swim competitions. These items are available in the Uniform Shop.*

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**NO** other hair accessories are permitted.  
*Coloured* scrunchies, hair ties, combs, slides and/or bands are not acceptable.

### Senior School (Years 7–12)

#### ALL YEAR (FORMAL UNIFORM):

- Cap - Senior
- Backpack – Senior
- Woollen Jumper
- Formal Shirt (Blue Stripe)
- Skirt, Culottes, Formal Trousers or Formal Shorts
- Formal Socks (Beige)

#### TERMS 2 & 3 AND FORMAL OCCASSIONS:

- Blazer for Years 10, 11 and 12 - compulsory
- House Tie or Tie Bow - compulsory

#### OPTIONAL:

- Black Belt
- Bomber Jacket
- Blazer - for Years 7–9
- Scarf (Terms 2 & 3 only)
- Tights (Beige)
- Trolley Bag (in lieu of a Backpack)
- Leavers Jacket – for Year 12s
- Chef Coat (for use during food)
- Chef Hat - Black or Cooking Hat - White (for use during food)
- Apron (for use during food, science or woodwork activities)

**With the exception of the tights and belt, all above items must be regulation Tranby Uniform.**

#### FOOTWEAR:

- Plain Black Polished Leather Lace-ups with broken sole (not fashion shoes)

#### HAIR:

- Only black hair ties, headbands, scrunchies and/or ribbons permitted. Hair clips may be black or brown. The following are available from the Uniform Shop:
  - Black Scrunchie
  - Black Hair Pigtales
  - Black Pony Bow

#### SPORT UNIFORM:

- Sports Shorts (Cotton or Microfibre)
- House Shirt (to be worn for Inter-house sport and various events)  
(Bilu: Blue, Budjar: Green, Karla: Red, Marra: Yellow)
- Inter-school Sports Polo (to be worn for PE lessons, at Inter-school events and when sports uniform is worn on excursions)
- Sports Socks
- **SPORT SHOES:** must be predominantly black or white with black or white laces or tabs and non-marking soles. Sports shoes must be suitable for physical activity such as running (skate and basketball boot type shoes are not acceptable).

#### SPORT OPTIONAL ITEMS:

- Sports Bag (if required for co-curricular sports)
- Track Jacket – only to be worn with Sports Uniform
- Track Pants - Microfibre

#### NOTES:

- **With the exception of Sports Shoes, all above items must be regulation Tranby Uniform.**
- **Sports Uniform items may ONLY be worn when students are participating in sports activities OR when students are directed to wear a Sports Uniform for an excursion.**

#### SWIMMING:

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*participating in swim competitions. Branded items are available in the Uniform Shop.*

## 2. NON-UNIFORM DAY GUIDELINES

Students may be permitted to have an occasional non-uniform day during the year. This might or might not be associated with a particular worthy cause. On these non-uniform days, students need to take part in their normal day-to-day routines and fulfil their commitments as learners in the classroom and in the other relevant learning and play areas of the campus. For these reasons, the College has guidelines for appropriate dress on non-uniform days.

### 2.1 Practices for non-uniform days

- Parents and students will be notified in advance if there is to be a non-uniform day and the purpose of it.
- All students are encouraged to participate fully in non-uniform clothing.
- Students should wear their hair, hair accessories and jewellery as outlined in these Guidelines for normal uniform (see point 1) unless the information sent home states otherwise.
- Students should wear clothing that clearly reflects the nature of the event e.g. *Wear your Team Colours, characters for Book Week*. The College will generally outline the requirements when this is the case.
- Students will be expected to play normally at recess and lunch breaks, attend PE lessons and operate effectively within the College. They should therefore wear safe, suitable and comfortable footwear such as joggers or normal school shoes.
- Students should change into sports uniform for PE classes (senior students).
- Clothing items should be conservative, neat and smart, and should not reflect any design or language which would cause disrespect or offence to another person and there should be no bare stomachs, backs, shoulders etc.
- Clothing should reflect the weather conditions for the time of year and the particular day.
- As with any other day at school, items that are not suitable or acceptable should not be brought to school. If a student is found to have brought such an item, it will be taken from the student for safekeeping and returned home in an appropriate manner at a relevant time.
- Parents of students who attend school in inappropriate clothing will be contacted and the College will make a decision about the action to be taken concerning the student's attendance on that day.
- Dress should conform to health and safety requirements. Students who have food, science, art or woodwork classes must wear closed shoes or they will not be able to participate. Food students should also tie their hair back for the class.
- If a student is tattooed, with parent permission, the tattoo must not be visible at any time.

## Responsibilities

### Student Responsibility

Each Student has the responsibility to:

- Familiarise themselves and comply with these guidelines

### Staff Responsibility

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Each Staff member has the responsibility to:

- Familiarise themselves and enforce with these guidelines

### Manager's Responsibility

The Principal and the College Leadership has responsibility to:

- Familiarise themselves and enforce with these guidelines
- Review guidelines

### College's Responsibility

Tranby College has a responsibility to:

- Ensure that all staff have access to and understand these guidelines
- Ensure that all students have access to and understand these guidelines (where appropriate)
- Ensure that all parents have access to and understand these guidelines
- Ensure that the guidelines are fairly and justly applied across Tranby College
- Respond to the needs of a particular individual as appropriate within the values of Tranby College

### Further Information

Further information concerning any aspect of these guidelines may be directed to Deputy Principal.

### Guideline Sign off & Acceptance

Sign off is required by:

**Principal**

### Revision History (filled out Board or Principal)

Version	Approved/ Amended/ Rescinded	Date	Board/ Principal	Approval/ Resolution Number	Key Changes & Notes
-	Approved	June 2021	Principal	June 2021	-
-	Approved	March 2022	Principal	-	Updated job titles
	Approved	August 2022	Deputy Principal	August 2022	Contents tidied-up (to remove duplication and for consistent presentation). Minor changes to uniform implemented.

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