



St Munchin's College

Uniform and Appearance Policy

St. Munchin's has an attractive and practical uniform designed in consultation with teachers, parents and pupils. While wearing the uniform the pupil is identified with, and is an ambassador for the College. As such his behaviour should enhance the good name of the College.

Consequently pupils must wear the full uniform travelling to and from the College.

1. All pupils must wear the uniform as described in the St Munchin's prospectus. Alternatives will not be accepted. Black runners are not an acceptable substitute for shoes. This requirement also applies to the periods when pupils are sitting State Examinations.
2. Uniform must be worn tidily. Jumpers etc. must not be removed without the permission of the class teacher. Shirts must be worn tucked in and ties close to the collar.
3. Uniform must be worn for all College activities, curricular, extra-curricular and co-curricular, unless expressly stated.
4. Shoes must be worn at all times during the school day. Runners may only be worn at lunchtime to facilitate participation in lunchtime sport.
5. Uniforms must be maintained in good condition. Their necessary regular cleaning/washing should be carried out so as not to interfere with their availability for school time.
6. Pupils must wear the P.E. gear as described in the St Munchin's prospectus. This must be maintained to the same high standard as the school uniform.
7. Pupils must wear the correct P.E. footwear during all Physical Education activities and all sporting extra-curricular activities- e.g. runners, sport shoes, boots, etc.
8. A pupil presenting for school without the correct uniform must have a note from parents/guardians, to explain the situation. However, students not in full uniform will not be permitted to attend classes and will be sent home (even where a note is received)
9. Pupils must keep their hair neat and in accordance with health and safety regulations. Hair should not be excessively long (i.e. beyond shoulder length) or cut too tight. Hair must not be dyed but highlights are acceptable. Hair should be a uniform length without cuts or designs.
10. Pupils may not wear any jewellery, with the exception of a finger ring. The ring must be flat and incapable of causing harm. Ring design must not have any association with illegal activity.
11. The College will not facilitate piercings during school time e.g. coverings with bandaging etc.
12. Tattoos must not be visible.
13. Schoolbags must be kept in clean condition and brought home from school daily. Bags must not have slogans, designs associated with illegal activity.
14. ***The Principal or his Deputy or designate, is the final arbiter of what constitutes acceptable uniform and appearance.***

Procedures and Sanctions relating to uniform and appearance:

1. All pupils have their uniform checked at tutor time (8.45am) If a pupil is incorrectly dressed a tutor may (a) assign uniform detention (see 2), (b) confiscate unacceptable items. Initially these may be returned at the end of the day. On a second or further occasion items must be collected by a parent. (c) refer the pupil to the Principal or his/her designate.
2. Class tutors check and correct uniform at tutor time. Class teachers check uniform at the beginning of each class. Note in the roll book pupils incorrectly attired. The class tutor should maintain a record of all reports made by class teachers. Any pupil in incorrect uniform, without a satisfactory note from a parent (*see Notes*), should be assigned uniform detention (3.15- 3.40pm) by the tutor.

3. Breaches of rule 8 are regarded as more serious than the others as they do not arise from carelessness but deliberate decisions not to adhere to the code. In this instance the Principal or his/her designate may take immediate action and ask a parent to keep the pupil at home until the hairstyle has been rectified. Such a period would not be considered as a formal suspension.
4. When the tutor has received 3 reports about a pupil, s/he should inform the year-head, form teacher and a member of the pastoral care team. If issues of hardship do not arise the year-head should inform the parents and insist on improvement. A lunchtime detention, or other sanction of similar proportion (including community service) should be considered by the year-head.
5. If, following the same process, a pupil receives a further 2 reports, the parents should again be informed and a Friday detention, or other sanction of similar proportion, should be considered. Such a Friday detention should **not** be taken into consideration in the context of the school's code of sanction.
6. Should the class tutor receive a further 2 reports, the Principal, or his designate, should convene a meeting with the parents and pupil to advise them that acceptance of the uniform code is a pre-requisite for attendance at class. On the occasion of the second of these reports, the pupil may be refused admission to class until this meeting takes place. Parents may be asked to take the pupil home until a mutually convenient time is arranged.

Parental Responsibility:

- Parents are the primary educators. It is the responsibility of parents to ensure that their children learn behaviours that facilitate effective participation in formal education.
- Parents should ensure that their children leave home dressed appropriately for school and maintain an appearance that reflects well on them and their school.
- Parents should also ensure that pupils have their schoolbag and correct schoolbooks, pens etc. Our experience is that this responsibility is especially important in the early years of secondary education until pupils are capable of organising their learning.
- Parents should have replacement garments for uniform especially second trousers. *Tracksuits are completely unacceptable as alternatives.*

Notes:

A note is a *request* from a parent to the College authorities to accept, for a temporary period, a deviation from the uniform code. Notes from parents do not override the College policy and may *or may not*, be accepted by the College. Notes should be rare and only supplied by parents in exceptional circumstances.

P.E and Games:

- The P.E. Uniform is as designated in the College prospectus
- Pupils must wear the P.E. gear as described in the St Munchin's prospectus. This must be maintained to the same high standard as the school uniform.
- Pupils must wear the correct P.E. footwear during all Physical Education activities and all sporting extra-curricular activities- e.g. runners, sport shoes, boots, etc.
- Uniform for the various games are as designated in the school prospectus. No alternatives, additions may be made to the gear required for teams without the express agreement of the Gamesmaster and the Principal.

Other:

All clothing, for any purpose, using the College name or crest must be agreed with the Principal.