



# 2018 Uniform Policy

St Margaret's and Berwick Grammar School are committed to a 'Full Uniform with Pride' policy. Our school uniform provides us with not only a good practical everyday uniform, but a sense of identity and belonging. Students attending St Margaret's and Berwick Grammar School are expected to wear our full school uniform at all times. High standards are required with regard to dress and appearance. Students act as ambassadors for the School when wearing school uniform both inside and outside the school environment.

The School has two uniforms, a summer uniform for the first and fourth term and a winter uniform for the second and third term. To accommodate the variable weather in Melbourne, a transition period in the first three weeks of Term 2 allows students the option on a daily basis to select either the summer or winter uniform.

When students are seen in public, they must be wearing the full uniform and all items must be part of the uniform set. For example, it is not appropriate for a student to wear the uniform in public with non-uniform shoes, cap, jumper etc. All items of clothing should be clearly named so that they can be readily recovered from lost property and returned to the owner.

## Early Learning Centre

GIRLS	BOYS
<b>SUMMER UNIFORM</b>	
<ul style="list-style-type: none"> <li>• SMS polo shirt</li> <li>• SMS red shorts</li> <li>• SMS tracksuit top</li> <li>• SMS navy/red piped tracksuit pants</li> <li>• socks – short plain white</li> <li>• runners</li> <li>• SMS floppy hat</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• SMS rugby top</li> <li>• SMS ¾ length pants</li> <li>• Formal SMS summer dress is optional in Term 1 and 4, with the school jumper, not the school rugby top. White socks, black school shoes - closed toe, lace up, buckle or velcro must also be worn with the dress option.</li> </ul>	<ul style="list-style-type: none"> <li>• SMS polo shirt</li> <li>• SMS red shorts</li> <li>• SMS tracksuit top</li> <li>• SMS navy/red piped tracksuit pants</li> <li>• socks – short plain white</li> <li>• runners</li> <li>• SMS floppy hat</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• SMS rugby top</li> <li>• Formal SMS shirt and navy shorts are optional in Term 1 and 4, with the school jumper, not the rugby top. Navy socks, black school shoes - closed toe, lace up or velcro must also be worn with this shirt and shorts option.</li> </ul>
<b>WINTER UNIFORM</b>	
<ul style="list-style-type: none"> <li>• SMS polo shirt</li> <li>• SMS tracksuit top</li> <li>• SMS navy/ red piped tracksuit pants</li> <li>• socks – short plain white</li> <li>• runners</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• SMS rugby top</li> <li>• SMS ¾ leggings</li> <li>• Navy skivvies can also be worn instead of the polo shirt (not underneath)</li> </ul>	<ul style="list-style-type: none"> <li>• SMS polo shirt</li> <li>• SMS tracksuit top</li> <li>• SMS navy/red piped tracksuit pants</li> <li>• socks – short plain white</li> <li>• runners</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• SMS rugby top</li> <li>• Navy skivvies can also be worn instead of the polo shirt (not underneath)</li> </ul>

## GIRLS – Prep to Year 12

### SUMMER UNIFORM

- SMS blazer
- SMS summer dress, length at or below the knee
- SMS navy jumper
- socks (plain white school socks covering the ankle no higher than the bottom of the knee)
- black leather school shoes with a slight distinct heel (lace-up, buckle or velcro)
- SMS formal hat

Optional items:

- SMS woollen vest
- SMS formal red jumper (Year 12 only)

### WINTER UNIFORM

- SMS blazer
- SMS navy jumper
- navy tights or navy long socks worn to the knee (not short navy socks)
- black leather school shoes with a slight distinct heel (lace-up, buckle or velcro).

Prep to Year 4

- SMS white Peter Pan collared blouse
- SMS cross over tie
- SMS winter tunic (length at or below the knee) or SMS navy tailored trousers

Year 5 to 12

- SMS formal white shirt – buttoned to the collar
- SMS tie with House coloured unicorn
- SMS winter skirt, length at or below the knee or SMS navy tailored trousers

Optional items:

- SMS woollen vest
- Year 7 to 12 - open neck white shirt, no tie (not to be worn for excursions or formal events)
- SMS navy scarf
- plain navy gloves
- SMS raincoat
- SMS formal red jumper (Year 12 only)

### SPORT UNIFORM

- SMS tracksuit top
- Prep to Year 6 - SMS navy/red piped tracksuit pants
- Year 7 to 12 – SMS red tracksuit pants
- SMS polo shirt
- SMS red shorts or skirt
- socks - short plain white
- runners
- SMS sport cap
- SMS sport bag.

Optional items:

- SMS rugby jumper
- SMS House polo shirt (in-school only)
- SMS  $\frac{3}{4}$  length pants (in-school only)
- SMS long sleeve warm up top
- SMS representative garments as required for selected sports

## BOYS – Prep to Year 12

Prep to Year 6 (SMS Campus)	Year 7 to 12 (BGS Campus)
<b>SUMMER UNIFORM</b>	
<ul style="list-style-type: none"> <li>• SMS blazer</li> <li>• SMS navy shorts</li> <li>• SMS short sleeve open neck blue shirt (worn out)</li> <li>• SMS jumper</li> <li>• navy short socks</li> <li>• black leather school shoes (lace-up or velcro)</li> <li>• SMS formal hat</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• SMS woollen vest</li> </ul>	<ul style="list-style-type: none"> <li>• BGS blazer</li> <li>• BGS navy shorts</li> <li>• BGS short sleeve open neck white shirt</li> <li>• BGS jumper</li> <li>• BGS navy socks with stripe</li> <li>• black leather school shoes with a slight distinct heel (lace-up or velcro).</li> <li>• BGS sport cap.</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• BGS woollen vest</li> </ul>
<b>WINTER UNIFORM</b>	
<ul style="list-style-type: none"> <li>• SMS blazer</li> <li>• SMS long navy trousers</li> <li>• SMS long sleeve blue shirt (worn tucked in)</li> <li>• SMS jumper</li> <li>• SMS loop tie or normal tie with House coloured unicorn</li> <li>• navy socks</li> <li>• black leather school shoes (lace-up or velcro)</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• SMS woollen vest</li> <li>• SMS navy scarf</li> <li>• SMS raincoat</li> <li>• plain navy gloves</li> </ul>	<ul style="list-style-type: none"> <li>• BGS blazer</li> <li>• BGS navy trousers and belt</li> <li>• BGS white long sleeve shirt (worn tucked in)</li> <li>• BGS jumper</li> <li>• BGS tie / Year 12 tie / Leadership tie</li> <li>• navy dress socks</li> <li>• black leather school shoes with a slight distinct heel (lace-up or velcro).</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• BGS woollen vest</li> <li>• BGS navy scarf</li> <li>• plain navy gloves</li> </ul>
<b>SPORT UNIFORM</b>	
<ul style="list-style-type: none"> <li>• SMS polo shirt</li> <li>• SMS tracksuit top</li> <li>• SMS navy/red piped tracksuit pants</li> <li>• SMS red shorts</li> <li>• socks – short white</li> <li>• runners</li> <li>• SMS floppy hat or SMS sport cap</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• SMS rugby jumper</li> <li>• SMS House polo shirt (in-school only)</li> <li>• SMS long sleeve warm up top</li> <li>• SMS representative garments as required for selected sports</li> </ul>	<ul style="list-style-type: none"> <li>• BGS tracksuit pants and jacket</li> <li>• BGS navy shorts</li> <li>• BGS polo shirt</li> <li>• BGS House polo shirt for House Sport and House Events only</li> <li>• socks – short white athletics socks (BGS navy sport socks for hockey or football)</li> <li>• runners</li> <li>• BGS sport cap</li> <li>• BGS sport bag.</li> </ul> <p>Optional items:</p> <ul style="list-style-type: none"> <li>• BGS rugby jumper</li> <li>• BGS long sleeve warm up top</li> <li>• BGS representative garments as required for selected sports</li> </ul>

## APPEARANCE

**Hair - SMS:** Students' hair should be cut and styled conservatively and must be neat and tidy in presentation at all times, with no unnatural hair colour (bleached or dyed). Students are required to tie back hair which is longer than the collar. SMS scrunchies, SMS headbands or plain navy, red or yellow coloured ribbons can be worn, white ribbons can be worn with the summer uniform.

**Hair - BGS:** Students' hair should be cut and styled conservatively and must be neat and tidy in presentation at all times, with no unnatural hair colour (bleached or dyed). Hair must be above the collar and not fall over the eyes. It should not be so long that it needs to be tied back. Boys must be clean shaven at all times.

**Jewellery.** A necklace of religious significance may be worn providing it is not visible, for example on a long chain. A basic watch is acceptable. Girls with pierced ears may wear one pair of earrings in the bottom lobe of the ear only. These may be plain sleepers or studs - silver, gold, clear stone or white pearl only, of no more than 5mm in diameter. Students are required to remove any other visible piercings whilst in school uniform. No other jewellery is to be worn.

**Makeup** must not be worn at school. An exception may be requested from the Deputy Head of School where foundation is applied with the intention to conceal significant skin blemishes.

**Nails** should be natural (no acrylic nails) and a plain clear nail polish is acceptable.

Any **tattoos** must not be visible at any time whilst in school uniform or at a school event.

**Special Events.** When students are required to wear their full uniform for special events, a high standard of presentation of the uniform is expected. Uniforms must be freshly laundered and ironed. Blazers must appear clean and pressed. The buttons, pockets and hems of all uniform items must be in good order. Shoes must be polished and correctly fastened. Ties must be clean and tied neatly with a shirt that is fully buttoned up.

Any modifications to our school uniform for religious reasons should be discussed with the relevant Head of Campus.

## BLAZERS

The blazer must be worn to and from school, on excursions and when representing the school. On very hot days, the relevant Head of Campus will give permission for students to remove their blazers, however, students will be required to carry blazers home on hot days so they can be worn to school the next morning. Jumpers can be worn under the blazer but must not be worn as the outer garment when commuting to and from school, when on excursions or when representing the school. Only official school badges are permitted to be worn on the lapels of the blazer.

## HATS

**ELC:** A school hat must be worn to and from school as part of the summer uniform during Term 1 and 4. As part of the school's Sun Smart policy the SMS floppy hat must be worn during sport, PE, recess and lunchtime, and any other outdoor school related activity.

**SMS Junior School:** The SMS formal hat must be worn to and from school as part of the summer uniform during Term 1 and 4. As part of the school's Sun Smart policy the SMS floppy hat or SMS sport cap must be worn during sport, PE, recess and lunchtime, and any other outdoor school related activity.

**SMS Senior School:** As part of the school's Sun Smart policy, all students from Year 7 to 12 are required to purchase a SMS formal summer hat. This hat is worn in Term 1 and 4 when students are in the sun. When appropriate, staff may request the hat be worn on school excursions or other school activities. The SMS sport cap is required to be worn during sport and PE during Term 1 and 4.

**Berwick Grammar School:** Students are expected to wear the BGS sport cap during sport, PE, recess and lunchtime and any other outdoor school related activity during Term 1 and 4 or at other times if directed by staff.



## SPORT/PE UNIFORM

**SMS Junior School:** St Margaret's Junior School students may wear their PE uniform for the duration of the days on which they have timetabled PE classes, including travelling to and from school. Full school uniform must be worn on days when sport occurs before school. If sport occurs before school, students must get changed into their school uniform at the first available opportunity.

**SMS Senior School:** Full school uniform must be worn to and from school every day. The only exceptions are:

- when sport training occurs before school. Students may wear their sport training clothes to school and they will be given time at the end of their training session to change into their full school uniform (prior to the commencement of Period 1).
- when Girls Sport Victoria (GSV) away games are scheduled after school. In this instance only, team members may change into full PE uniform at the end of lunchtime. On days when students have timetabled PE classes, they are to change in the change rooms at the start of the PE lesson. Time will be given at the end of the lesson when they are required to change into full school uniform.

**Berwick Grammar School:** BGS students who have House or SIS Sport on a Thursday or Friday are allowed to wear sport uniform to and from school. Students who have PE during Period 1 and 2 may arrive in PE uniform and change at recess or if they have PE during Period 5 and 6 students will change at lunch and leave in their PE uniform. Students who participate in lunchtime sport practice or gym sessions are to get changed before the end of the lunch break, unless they have a Physical Education or Sport lesson during Period 5 or 6. When representing BGS in interschool competitions, boys are to wear the BGS tracksuit pants and jacket as well as the School polo shirt.

**SMS and BGS representative uniform.** If students are selected to represent the school in extra-curricular activities (for example human power vehicles, cycling, swimming, cross country), specialised items of uniform may be required/made available for purchase. However, these items are only permitted to be used/worn whilst participating in the representative activity and should not be seen as a substitute for regular items of school uniform.

## SCHOOL BAGS

### School bags

All students are expected to use the official school bag and sports bag although plain black/grey/navy trolley bags are permitted where preferred.

**Art smock and library bag:** All junior students are expected to have an SMS navy art smock and library bag

### Uniform Suppliers:

#### Noone Imagewear

Shop 4, Beaconsfield Hub,  
52-62 Old Princes Highway, Beaconsfield  
Trading Hours: Monday to Friday 9.00 am – 5.00 pm, Saturday 9.00 am – 1.00 pm  
Telephone: 03 9769 9093

**Second Hand Uniform Shop** is run by the St Margaret's and Berwick Grammar School Parents' and Friends' Association and is located at St Margaret's School, Berwick. The shop stocking quality items covering all three campuses from ELC to Year 12.

Trading Hours: Tuesday 1.45 pm to 2.45 pm and Friday 2.30 pm to 4.00 pm –TERM TIME ONLY.