

Student Learning and Welfare

Policy - Uniform

1. Purpose

This policy aims to provide a framework for the standards of student uniforms at Challenge Trade and Business College (CTBC). The College believes the uniform offers many benefits to the College and its students and should reflect the standard of clothing students will find in industry. CTBC has prepared these regulations setting out the College uniform with the following principles in mind:

- To foster CTBC students-centred spirit.
- It helps to eliminate social distinctions between students.
- The need to ensure that uniform costs are reasonable and affordable for parents.
- The need to ensure that students are dressed comfortably; and safely.
- The College uniform needs to represent a positive image of the College in the community.
- The uniform maintains a proper level of decency.

2. Scope

The Uniform Policy applies to all parents/carers, students currently enrolled at CTBC and all teaching and administrative staff responsible for enforcing these uniform standards.

3. Policy Statement

The policies detailed below and the accompanying guidelines and Appendices form part of the CTBC Uniform Policy and are to be adhered to.

4. Definitions, Term. Acronyms

Body Ornaments	Body adornment refers to the practice of physically enhancing the body by styling and decorating the hair, painting and embellishing the fingernails, wearing makeup, painting the body, wearing jewellery, and fashion.
CTBC	Challenge Trade and Business College
PPE	Personal Protective Equipment
Work Placement	A work placement is a formal arrangement whereby students, while enrolled at a school, participate in activities at a place of voluntary work to gain experience in that chosen industry.

5. Procedures and Process

a. Exemptions

There will be occasions where students cannot wear the exact clothing outlined in this Uniform Policy, e.g. due to sustaining an injury. In these specific cases, a note from a parent/carer should be written and addressed to the Principal outlining the circumstances and, where applicable, for safety purposes, attached with a Medical Certificate.

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In all other cases, students who cannot meet the Uniform Policy must bring a note from a parent/carer explaining the reasons for non-compliance. This is to be handed to the Principal before the start of the academic day. Any decision about the exemption to the Uniform Policy will be made in conjunction with the parent/carer and the Principal.

Where religious beliefs require a student to wear specific clothing or headwear, CTBC will assess the requirement by the regulations set out above and act reasonably to make decisions considering the interests of the CTBC and any safety requirements associated with the student's course of study.

b. Work Placement

Special arrangements apply when a student is undertaking a work placement with a host employer. Parents/carers will be responsible for purchasing any Personal Protective Equipment (PPE) items required for a work placement. These requirements will be conveyed to parents/carers before placement. These requirements are mandated to the CTBC by the host employer.

c. Makeup, Jewellery and Body Ornaments

Makeup, jewellery, and body adornments must be minimal, unobtrusive and safe. Earrings should be kept to sleepers or studs. If, in the opinion of the Principal, students do not adhere to these guidelines, they will be required to make the necessary changes to conform to this Uniform Policy.

d. Personal Protective Equipment

Personal Protective Equipment must be worn when required. Students must always wear a broad-brimmed bucket hat as outlined in Appendix A when performing outside work unless granted an exemption in line with 5a. Students will be advised when PPE is required when participating in courses of study on the College Campus.

e. Summer and Winter Uniform

There are no mandated Summer or Winter uniform dates; options are given with uniform items listed should a student wish to wear Work Pants or a Jumper/Jacket during cooler days all year round.





f. Uniform Items

Examples of the CTBC uniform requirements are outlined in Appendix A. The uniform requirements apply to all students. There are no gender requirements for uniforms.

SECTION	1 – Student Learning and Welfare		
ITEM	Policy – Uniform	ITEM NO:	1.09
Policy Owner	Board		
Policy Owner: Approver:	College Principal		
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<p>Shirt – Academic Day</p>	<p>Polo Shirt (Black)</p> 
<p>Shirt – Work Placement</p>	<p>Workwear Long Sleeve Shirt (Orange)</p> 
<p>Pants - Summer</p>	<p>Work Short (Blue)</p> 
<p>Pants - Winter</p>	<p>Work Pant (Blue)</p> 

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Hat

Blue Bucket/Broad Brimmed Hat



Socks

Plain Black Socks



**Cool Weather Jumper – Academic
Day/Work Placement**

Full Zip Fleece Lined Hoodie Jumper



and/or

Full Zip Fleece Lined Jacket



Fluro Orange/Navy

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Safety Boots – Work Placement

Black or Beige

