



## Definition

St Margaret's Berwick Grammar is defined as Berwick Campus and Officer Campus.

St Margaret's Berwick Grammar is 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 Berwick Grammar are expected to wear our full school uniform at all times. High standards are required regarding dress and appearance. Students act as ambassadors for the School when wearing school uniform both inside and outside the school environment.

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.

The School has two uniforms: Summer Uniform - Term 1 and Term 4  
Winter Uniform - Term 2 and Term 3

## Early Learning Centre

GIRLS	BOYS
<b>SUMMER UNIFORM</b>	
<ul style="list-style-type: none"> <li>• Polo shirt</li> <li>• Red shorts</li> <li>• Tracksuit top</li> <li>• Navy/red piped tracksuit pants</li> <li>• Socks - short plain white</li> <li>• Runners</li> <li>• Floppy hat</li> </ul> <p><b>Optional items</b></p> <ul style="list-style-type: none"> <li>• Rugby top to be worn over polo</li> <li>• ¾ length pants</li> </ul>	<ul style="list-style-type: none"> <li>• Polo shirt</li> <li>• Red shorts</li> <li>• Tracksuit top</li> <li>• Navy/red piped tracksuit pants</li> <li>• Socks - short plain white</li> <li>• Runners</li> <li>• Floppy hat</li> </ul> <p><b>Optional items</b></p> <ul style="list-style-type: none"> <li>• Rugby top to be worn over polo</li> </ul>
<b>WINTER UNIFORM</b>	
<ul style="list-style-type: none"> <li>• Polo shirt</li> <li>• Tracksuit top</li> <li>• Navy/ red piped tracksuit pants</li> <li>• Socks - short plain white</li> <li>• Runners</li> </ul> <p><b>Optional items:</b></p> <ul style="list-style-type: none"> <li>• Rugby top to be worn over polo</li> <li>• ¾ leggings</li> </ul>	<ul style="list-style-type: none"> <li>• Polo shirt</li> <li>• Tracksuit top</li> <li>• Navy/red piped tracksuit pants</li> <li>• Socks - short plain white</li> <li>• Runners</li> </ul> <p><b>Optional items:</b></p> <ul style="list-style-type: none"> <li>• Rugby top to be worn over polo</li> </ul>

Navy skivvies can also be worn instead of the polo shirt (not underneath) in ELC only.

Navy skivvies can also be worn instead of the polo shirt (not underneath) in ELC only.

## Girls Prep to Year 12

### SUMMER UNIFORM

- Blazer (Red)
- Summer dress - length of the dress must be at or below the knee
- Summer shirt (worn out) and summer short combination
- Navy jumper
- Socks (plain white school socks covering the ankle no higher than the bottom of the knee)
- Black leather school shoes, not above the ankle, with a slight distinct heel (lace-up, buckle or velcro)
- Formal hat

#### Optional items:

- Woollen vest
- Formal red jumper (Year 12 only)

### WINTER UNIFORM

- Blazer (Red)
- Navy jumper
- Navy tights or navy long socks worn to the knee (not short navy socks)
- Black leather school shoes, not above the ankle, with a slight distinct heel (lace-up, buckle or velcro).

#### Prep to Year 4

- White Peter Pan collared blouse (shirt must be buttoned to the collar and worn tucked into tunic or trousers)
- Cross over tie
- Winter tunic (length of the tunic must be at or below the knee) or navy tailored trousers with plain navy belt

#### Year 5 to 12

- Formal white shirt (shirt must be buttoned to the collar and worn tucked into skirt or trousers)
- Tie with House coloured unicorn
- Winter skirt, length of the skirt must be at or below the knee or navy tailored trousers with plain navy belt

#### Optional items:

- Woollen vest
- Year 7 to 12 - open neck white shirt, no tie (not to be worn for excursions or formal events - this optional item will be phased out at the end of Term 3 2020)
- Navy scarf
- Plain navy gloves
- Raincoat
- Formal red jumper (Year 12 only)

### SPORT UNIFORM

- Tracksuit top
- **Prep to Year 6** - Navy/red piped tracksuit pants
- **Year 7 to 12** - Red tracksuit pants
- Polo shirt
- Red shorts or skirt

- Socks - short plain white (with no sporting logos)
- runners
- Prep to Year 6 - Floppy hat or sport cap
- Year 7 to 12 - Sport cap
- Sport bag

**Optional items:**

- Rugby jumper (to be worn over school polo top - not to be worn as the outer garment)
- House polo shirt (in-school only)
- ¾ length pants (in-school only)
- Long sleeved warm up top
- Year 7 to 12 - Blue running shorts- to be worn only when participating at cross country or athletics
- Representative garments worn only when required for selected sports

## Boys Prep to Year 12

Prep to Year 6 (Junior School)	Years 7 to 12 (Senior Boys)
<b>SUMMER UNIFORM</b>	
<ul style="list-style-type: none"> <li>• Blazer (Red or Blue Striped)*</li> <li>• Navy shorts</li> <li>• Short sleeve open neck blue shirt (to be worn out- as designed)</li> <li>• Jumper</li> <li>• Navy short socks</li> <li>• Black leather school shoes (lace-up or velcro)</li> <li>• Formal hat</li> </ul> <p><b>Optional items:</b></p> <ul style="list-style-type: none"> <li>• Woollen vest</li> </ul>	<ul style="list-style-type: none"> <li>• Blazer (Blue Striped)</li> <li>• Navy shorts</li> <li>• Short sleeve open neck white shirt (to be worn out - as designed)</li> <li>• Jumper</li> <li>• Navy socks with red stripe</li> <li>• Black leather school shoes with a slight distinct heel (lace-up or velcro)</li> <li>• Sport cap</li> </ul> <p><b>Optional items:</b></p> <ul style="list-style-type: none"> <li>• Woollen vest</li> </ul>
<b>WINTER UNIFORM</b>	
<ul style="list-style-type: none"> <li>• Blazer (Red or Blue Striped)*</li> <li>• Long navy trousers</li> <li>• Long sleeve blue shirt (worn tucked in)</li> <li>• Jumper</li> <li>• 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><b>Optional items:</b></p> <ul style="list-style-type: none"> <li>• Woollen vest</li> <li>• Navy scarf</li> <li>• Raincoat</li> <li>• Plain navy gloves</li> </ul>	<ul style="list-style-type: none"> <li>• Blazer (Blue Striped)</li> <li>• Navy trousers and belt</li> <li>• White long sleeve shirt (worn tucked in)</li> <li>• Jumper</li> <li>• 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><b>Optional items:</b></p> <ul style="list-style-type: none"> <li>• Woollen vest</li> <li>• Navy scarf</li> <li>• Plain navy gloves</li> </ul>
<b>SPORTS UNIFORM</b>	
<ul style="list-style-type: none"> <li>• Polo shirt</li> <li>• Tracksuit top</li> <li>• Navy/red piped tracksuit pants</li> <li>• Red shorts</li> </ul>	<ul style="list-style-type: none"> <li>• Tracksuit pants and jacket</li> <li>• Navy shorts</li> <li>• Polo shirt</li> </ul>

<ul style="list-style-type: none"> <li>• Socks - short white (with no sporting logos)</li> <li>• Runners</li> <li>• Floppy hat or sport cap</li> </ul> <p><b>Optional items:</b></p> <ul style="list-style-type: none"> <li>• Rugby jumper to be worn over school polo top -not to be worn as the outer garment)</li> <li>• House polo shirt (in-school only)</li> <li>• Long sleeved warm up top</li> <li>• Representative garments worn only as required for selected sports</li> </ul>	<ul style="list-style-type: none"> <li>• House polo shirt for House Sport and House Events only</li> <li>• Socks - short white socks (with no sporting logos)</li> <li>• Runners</li> <li>• Sport cap</li> <li>• Sport bag</li> </ul> <p><b>Optional items:</b></p> <ul style="list-style-type: none"> <li>• Rugby jumper to be worn over school polo top -not to be worn as the outer garment)</li> <li>• Long sleeved warm up top</li> <li>• Navy sport socks for hockey or football)</li> <li>• Representative garments worn only as required for selected sports</li> </ul>
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## APPEARANCE

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

**Hair - Boys:** 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. Hair must not fall over the eyes. 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 gold or silver sleepers, or studs 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. False eyelashes, eyelash extensions are not permitted. An exception for makeup may be requested from the Head of Junior School, Head of Senior Girls, Senior Boys where foundation is applied with the intention to conceal significant skin blemishes.

**Nails** should be natural (no acrylic, S&S, shellac, gel or bioGel nails) and only plain clear nail polish is acceptable, no French polish).

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

**Every Day** students are required to wear their uniform with a high standard of presentation at all times. 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 Junior School, Head of Senior Girls, Wellbeing and Head of Senior Boys, Wellbeing

### 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 Junior School, Head of Senior Girls, Senior Boys 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.

\*From the 2022 academic year Junior Boys (Prep to Year 6) will have the option to wear the Red Blazer or the Blue Striped 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 floppy hat must be worn during sport, PE, recess and lunch time, and any other outdoor school related activity.

**Berwick Junior School:** The 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 floppy hat or sport cap must be worn during sport, PE, recess and lunchtime, and any other outdoor school related activity.

**Berwick Senior Campus:** As part of the school's Sun Smart policy, all students from Year 7 to 12 are required to purchase a 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 sports cap is required to be worn during sport and PE during Term 1 and 4.

**Officer Campus:** Students are expected to wear the 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

When representing the school at interschool competitions, students are to wear their school tracksuit jacket, pants and the School polo shirt.

**Berwick Junior School:** 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.

**Berwick Senior Campus:** Students who have PE during Periods 1 and 2 may arrive in PE uniform and change at recess or if they have PE during Periods 5 and 6 students will change at lunch and leave in their PE uniform. Full school uniform must be worn at all other times. 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.

**During COVID pandemic restrictions,** students are able to come in PE uniform and remain in PE uniform all day if they have a sports class or a lunchtime training session.

**Officer Campus:** 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 Periods 1 and 2 may arrive in PE uniform and change at recess or if they have PE during Periods 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.

**During COVID pandemic restrictions,** students are able to come in PE uniform and remain in PE uniform all day if they have a sports class or a lunchtime training session.

**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 sporting uniform.

### SCHOOL BAGS

All students are expected to use the official school bag and sports bag although plain black/grey/navy trolley bags with no logos are permitted where preferred.

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

UNIFORM SUPPLIERS	
Noone Imagewear	Second-Hand Uniform Shops
Shop 4, Beaconsfield Hub 52-62 Old Princes Highway Beaconsfield, VIC  <b>Trading Hours:</b> Monday to Friday 9.00 am - 5.00 pm, Saturday 9.00 am - 1.00 pm  Telephone: 03 9769 9093	Second-Hand Uniform Shops are run by the St Margaret's Berwick Grammar Parents' and Friends' Association.  Shops are located on each campus:  Berwick Store Serves: ELC, Junior School and Senior Girls.  Officer Store Serves: Senior Boys.  <b>Operating Hours</b> are available on the School's Website and Nexus.  Email: <a href="mailto:uniformshop@smbg.vic.edu.au">uniformshop@smbg.vic.edu.au</a>

### Responsibility for this Policy

Heads of School

### Policy Location

This Policy is published on Nexus

### Policy Review

Triennially or as circumstances dictate

<b>Issued:</b>	May 2005
<b>Reviewed and Updated:</b>	October 2011
	November 2013
	November 2014
	May 2016
	October 2016
	October 2019
	November 2020
	July 2021
	November 2021
	December 2021