

UNIFORM POLICY

PURPOSE

To project a unified image of Australian Trade College North Brisbane (ATCNB).

SCOPE

This policy applies to all ATCNB students.

POLICY

The wearing of a College uniform is compulsory at all times. As an independent college, one of the areas we pride ourselves on is dress and appearance. It is the parents' and students' responsibility to ensure students are fully and correctly attired for all College and workplace activities.

There are three distinct uniforms at the College that students must wear – business, sport and trade. Only students who are dressed in complete and correctly worn uniform will be permitted to attend class.

BUSINESS UNIFORM

The business uniform is designed to help ready the students for operating within the world of business. It is worn to and from College and in all classroom based subjects e.g. English, Mathematics and Applied Trade Practices.

When students are seen in any public forum, they are ambassadors for our College and as such must wear their business uniform to an appropriately high standard.

BOYS	GIRLS
Black school shoes Black dress socks Charcoal grey trousers Black belt Striped shirt Jumper	Black school shoes White ankle socks Charcoal grey skirt Charcoal grey trousers Black belt (optional) Striped shirt Jumper
Formal uniform Tie	Formal Uniform Tie Nearly black stockings

Note: Boys are to also wear their ties at each assembly.

- Pants and skirts are to be worn on the waist
- Boys shirts must be tucked in
- Boys belt must be black with a small silver or gold standard buckle
- Plain t-shirts or singlet's worn under the uniform for additional warmth must not be visible



- Traditional black leather business shoes are worn with this uniform. Shoes must be fully enclosed. “Skate” style shoes are not permitted.



TRADE UNIFORM

The trade uniform is worn whenever the students are in their trade workshop.

This uniform is specific to the trade area.

Black/brown/tan leather steel-capped work boots are worn with this uniform. These can be lace up or pull on.



COMMERCIAL COOKERY

Black lace up, leather, non-slip shoes or pull on non-slip boots are acceptable. The shoe, but not the boot, could be worn with the business uniform as long as they have a non-slip sole.



BEAUTY THERAPY

Black lace up, leather, non-slip shoes are acceptable. The shoe can be worn with the business uniform as long as they have a non-slip sole.

SPORTS UNIFORM

The unisex sports uniform is worn on designated sports day.

UNISEX
Navy sport shorts Grey/black polo shirt White ankle sport socks College cap or hat Cross-trainers/Runners/Canvas shoes

- Plain t-shirts or singlet's worn under the uniform for additional warmth must not be visible
- The normal jewellery policy applies when wearing the sport uniform
- During winter a plain navy tracksuit bottom can be worn
- Students' College jersey can be worn with the sport uniform as can the College jumper



COLLEGE BAGS

All students must use either of the College approved backpacks.



JEWELLERY

Workplace Health and Safety requirements in a number of trade areas dictate very clear guidelines for jewellery and hair styles. These include:

- The only jewellery permissible to be worn is:
 - One set of small studs or sleepers in the lower earlobe for female students
 - It may at times be required that students remove their watch or earrings in some trade areas
- No additional ear, tongue or visible body jewellery or modifications are allowed
- Taping piercings or wearing of clear studs is also not permitted

GROOMING

- Students must wear conservative hair styles. Radical styles of any type are not acceptable. These include but are not limited to: punk styles, crew cuts, spikes, wedges, tracks, dreadlocks, rats tails, undercuts
- Unnaturally coloured hair is unacceptable
- Fringes must clear the eyebrows
- Hair must be worn above the collar at all times
- Only black or navy hair ties are permitted
- Girls whose hair is above the collar may wear regular bobby pins or a navy headband
- Hairstyles must not increase the risk of injury to self or others (i.e. long hair hanging forward when working with plant and machinery)
- Boys must be clean shaven
- No bright coloured nail polish to be worn
- Fingernails are to be kept to an acceptable length so as not to have an adverse effect on the tasks required to be performed, and so not to increase the risk of injury to self or others
- Tattoos must not be visible

MAKE-UP

Eye shadow, mascara, eye liner, blush and dark or bright lipstick/lip gloss are not permitted.

Light foundation/powder and natural/light pink toned lip gloss is permitted.

ADHERENCE TO THE POLICY

Safety, health and hygiene underpin these rules and as such, students who ignore these regulations will be sent home and be required to remain at home until such time as the College requirements are met.