



Manorvale PRImary SCHOOL

Information Booklet



Welcome to Manorvale Primary School

Dear Families,

Welcome to Manorvale Primary School! We are delighted to welcome you and your child into our vibrant and caring school community. Beginning a new school journey is an exciting time, and we are honoured to partner with you in supporting your child's growth and success.

At Manorvale Primary School, we are deeply committed to fostering academic excellence within an environment that nurtures curiosity, confidence, and a love of lifelong learning. Our dedicated teachers design rich, engaging learning experiences that challenge students to think deeply, take risks, and strive for their personal best. We believe every child can achieve success when surrounded by high expectations, encouragement, and meaningful support.

Equally important is our commitment to community and connection. We value relationships built on trust, respect, and collaboration, and we see families as essential partners in each child's learning journey. Together, we create a school culture where every student feels known, valued, and inspired to contribute positively to the world around them. As you read through this handbook, we hope you gain a sense of who we are — a school that celebrates learning, fosters belonging, and prepares students not only for academic success, but also for a future filled with purpose, possibility, and joy.

We look forward to sharing this journey with you and your family.

Kind regards,

Brianna Morelli

Principal, Manorvale Primary
School



Term Dates 2026

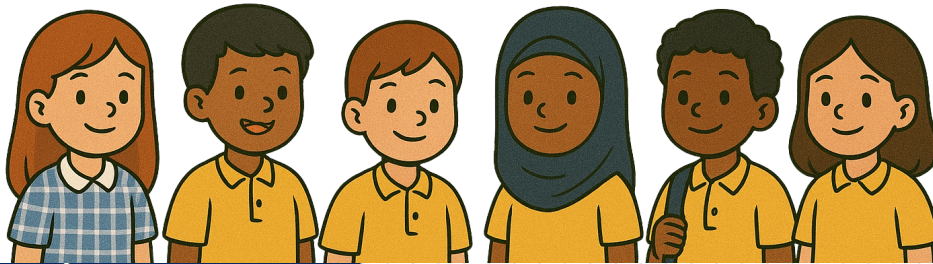
- Term 1** Thursday 29th January – Thursday, 2nd April
Term 2 Monday, 20th April – Friday, 26th June
Term 3 Monday, 13th July – Friday, 18th September
Term 4 Monday, 5th October – Friday, 18th December

Public Holidays during school terms

Monday, 9th March 2026 – Labour Day

Monday, 8th June 2026 – King's Birthday

Tuesday, 3rd November 2026 – Melbourne Cup Day



SESSION TIMES

Session 1 – 8:40am – 9:40am

Session 2 – 9:40am – 10:40am

Session 3 – 10:40am – 11:40am

Lunch Eating – 11:40am – 11:50am

Lunch – 11:50am – 12:20pm

Session 4 – 12:20pm – 1:20pm

Snack Eating – 1:20pm – 1:30pm

Snack – 1:30pm – 2:00pm

Session 5 – 2:00pm – 3:00pm

A decorative header featuring various school supplies in shades of blue and yellow. On the left is a blue pencil case with a yellow zipper. In the center is a blue pencil with a yellow eraser and a smiling face. On the right is a blue rubber band with a yellow 'X' mark. The background is a light blue grid pattern.

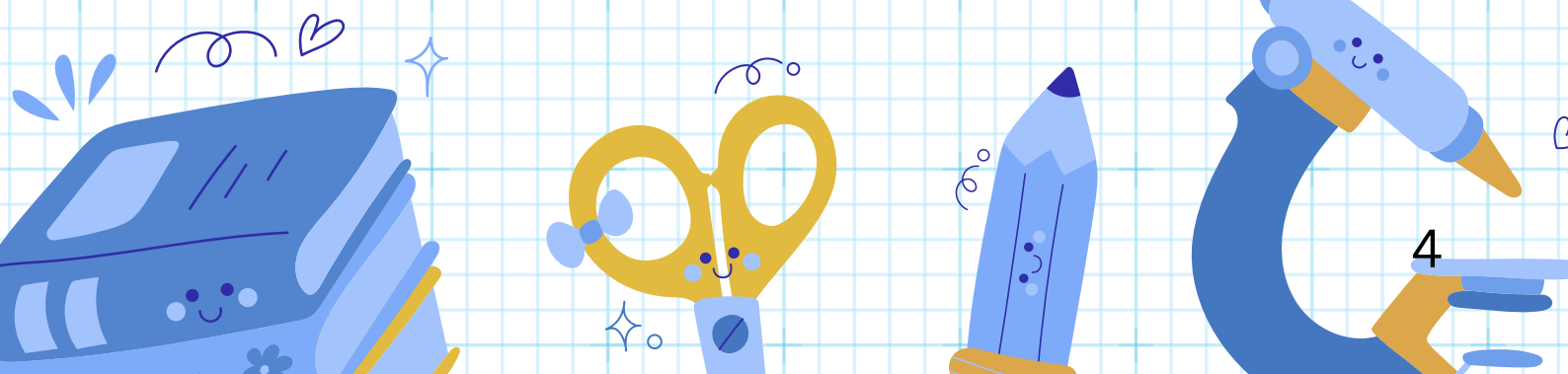
Prep Dates 2026

Preps commence on Thursday, 29th January 2026 and attend school four days a week during February. The following Wednesdays are assessment days and prep students are only required to attend a 1-hour appointment on one of those days. Families are expected to make and attend a one-hour appointment with their child's teacher on one of the assessment days. Your child is required to attend with you. They are not required to attend school on the remaining assessment days.

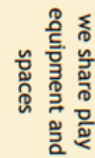
Assessment days are:

Wednesday 4th February
Wednesday 11th February
Wednesday 18th February
Wednesday 25th February

Preps commence full time from Thursday, 26th February 2026.



MANORVALE PRIMARY SCHOOL^{LS}

RESPECTFUL We show kindness and empathy					
RESPONSIBLE We do what is expected					
RESILIENT We accept challenges					
ASPIRING We have high expectations					
LEARNING SPACES	we work collaboratively we understand the impact of our actions on others we encourage others' contributions we listen actively 				
	we share play equipment and spaces we consider the personal space of others we look after ourselves, others and the environment 				
OUTSIDE	we are considerate of others we walk quietly and safely to and from all spaces 	we are ready to learn we use our inside voices 	we care for all belongings and resources we seek help from an adult when needed 	we play in the expected areas we return to the line when the music starts 	
	we accept differences and value diversity we speak politely and use manners 	we use all resources and equipment appropriately we wear the correct school uniform we are honest and own our actions we keep our school spaces clean 	we learn from our actions and mistakes we use strategies to solve problems we understand we all learn differently 	we play fairly and follow the rules of the game we communicate with others calmly we are good sports 	we contribute and share ideas we show pride in our learning we persevere to achieve learning goals 
MOVEMENTS	we are inclusive, caring and safe 	we focus on where we need to be or do, rather than on others we ask for help when needed we use appropriate strategies to keep everyone safe 	we are always on time we look after our school buildings 	we are a positive role model we challenge ourselves to succeed we celebrate our achievements 	
EVERYWHERE					

Attendance

The hours of attendance are: 8.40am – 3.00pm.

School gates are opened at 8.30am.

It is important students are punctual as lessons begin promptly. Lateness results in missing out on valuable learning time.

All students arriving late/or leaving early must be signed in/out at the office by a parent/guardian using the COMPASS check-in kiosk before entering or leaving class.

Absence

If your child is absent from school a note, phone call or an email to the school is legally required.

Parents can report an absence on the COMPASS portal for their child/ren. Any unreported absences will result in a SMS text message being sent to the parent/carer in the morning of an unreported absence. Parents/carers are required to contact the school immediately to explain why their child is not at school. This is a Department of Education requirement to ensure that all students are safe. Additional notes will be sent home to families to provide reasons for unexplained absences. Phone calls will also be made by school staff for repeated absences.

Arriving Early

For safety reasons, students should **NOT** be arriving at school prior to 8.30am. The school gates open at 8.30am when the yard is supervised by school staff. Students are not allowed to be in the yard prior to this time. The school entry and exit gates along Coorombong Street are supervised by school staff. Students should walk directly to their classroom once the gates are opened.

If families or carers require morning supervision of their child/ren it is advised that they be enrolled in the Outside School Hours Care program. Office and school staff are unavailable to supervise students early in the morning before the start of the school day. Please refer to our Yard Duty and Supervision policy on the school website.

Assembly

A School Assembly is held in the gym every second Friday afternoon.

Assembly will be held in Week 3, 5, 7, 9, 11 and every last day of Term. Assembly times and changes will be put into the newsletter the week prior.



Bicycles

Parents or carers are responsible for their children travelling to and from school. This includes all forms of travel to get to school. Children under the age of 12 may ride on footpaths, as can a supervising adult. They are required to give way to pedestrians and to wheel their bicycles across pedestrian and children's crossings.

Road safety authorities recommend that children under the age of 9 are supervised by an adult when riding on the road. Depending on their cycling skills and experience, some children over this age may still require supervision.

Parents and students should be reminded that the law requires that all cyclists wear an approved bicycle helmet. Students riding a scooter are also required to wear a safety helmet. Bicycles and scooters are securely locked in the bike cage located on Coorombong Street.

Book Pack Information

The school will be providing students curriculum items at no cost to families. Families can make voluntary contributions towards the cost of the following items: Specialists Voluntary Contributions and Optional Voluntary Contributions, including Building and Library funds, and Grounds and Maintenance. Prep families will be notified of these voluntary contribution costs at the Prep Orientation Morning and for all other year levels, during the last weeks of Term 4.



Breakfast Club

A Breakfast Club program operates every Tuesday and Thursday morning from 8.00am – 8.30am in the school gym foyer. The program is provided by the Victorian Government's School Breakfast Club Program. All students are welcome to attend and there is no cost involved for students participating in the program. The menu consists of a range of hot and cold healthy menu options. Any parents or carers interested in assisting with Breakfast Club can contact the school. All volunteers are required to have a current Working with Children Check Clearance.

Bullying

The school follows its policies and Department of Education procedures when addressing all bullying incidents. A range of preventative strategies and curriculum practices are used within the school such as:

'Naming It', 'Stop, Think, Do', restorative justice practices, the Respectful Relationships curriculum program and the Social Thinking program.

Families are required to report incidents directly to the school and are not to approach any students when attempting to resolve matters.

Please refer to the Student Wellbeing and Engagement, Code of Conduct and Bullying Prevention policies on the school website.

Camps

The school provides different programs for each year level.

Prep students participate in a breakfast at school.

A dinner at school is offered to Grade 1- 2 students.

Grade 3-6 students attend a 2-night camp at a bush or beach venue.

Decisions about the camping programs will be made each year.



Child Safe Standards

At Manorvale Primary School, all staff, community members, parents/carers, volunteers, casual relief teachers and visitors to the school have a shared responsibility of ensuring all children attending or visiting our school are safe. They are all encouraged to speak up and notify school staff or the leadership team when they are feeling uncomfortable or concerned about the safety of a child.

Please refer to the Child Safe Standards policies on the school website for further information.

All Manorvale Primary School staff, volunteers, contractors, service providers, school council members and any other adult involved in child-connected work must be familiar with and follow these Child Safe Policies:

- Child Safety Policy
- Child Safety Code of Conduct
- Child Safety Responding and Reporting Obligations

Volunteers and individuals providing paid or unpaid work must sign a declaration form stating that they have read the policies. The declaration form can be obtained from the school office.

Communication

Communication with the school is best done by phone or Compass. Notes are required for absences, out of uniform, permission for excursions or events at school and passing on information. The school newsletter outlines the various methods parents can report a student absence to the school.

If you have any concerns about your child, it is best to first contact your child's teacher to raise and discuss the matter. If necessary, the matter can also be referred to the Principal or Assistant Principals. It is best to make an appointment so full attention can be given to your concern.

The school uses COMPASS as a communication tool to alert families to any school information. The school website is also a source of information and includes the school newsletter.



CSEF Funds

Schools are requested to use CSEF payment for expenses relating to extra-curricular events such as camps, sports and/or incursions/excursions for the benefit of the eligible student.

Some common examples where CSEF payment may be used include:

- School camps/trips
- Swimming and other school-organised sporting programs
- Outdoor education programs
- Excursions/incursions

For any students new to the school including Preps, it is the family's responsibility to ensure the CSEF application is completed and returned to the school. Forms can be obtained from the school office.

The application period for CSEF is from the First Day of Term 1 until the Last Day of Term 2.

Collection at end of day

Students are dismissed from their rooms at 3.00pm.

Prep teachers will not release students unless an adult or an older sibling collects them. The school yard is supervised by staff until 3.10pm. Parents are advised that if they are going to be late then they need to enrol their child in the Outside School Hours Care program. **Office staff are unavailable to supervise students who have not been collected on time and students are not allowed to play in the school yard at the end of the day.**

Students attending the Outside School Hours Care program are dismissed at 2.58pm and OSHC supervisors collect the prep students from their classroom.

Please refer to the Yard Duty and Supervision policy on the school website.

Digital Technologies

Manorvale Primary School uses the internet and digital technologies as teaching and learning tools.

The school has sufficient iPads to enable all students to have access to an iPad in class to enhance their learning when needed. Students are no longer permitted to bring their own device to school.

School-based devices are easily managed as all the necessary apps are pre-loaded and pre-purchased, internet connections are already installed and access to inappropriate apps and content are restricted by the school.

Manorvale Primary School will continue to deliver high quality digital technologies education at school.



Drop Off and Pick Up

The school car parks are for school staff and families who are dropping off or collecting their child/ren from Outside School Hours Care.

For safety reasons, the school car parks are not to be used for general parking to drop off or collect children.

Please use the designated drop off zone at the corner of Coorombong Street and Greaves Street North which operates from 8.30am – 8.40am and 2.45pm – 3.10pm. You cannot park in this area but can stop to allow your children to get out of the car. For safety reasons do not stop in the middle of the road or encourage children to run across the road.

Under some circumstances, families can seek permission from the principal to access the school carpark. This is usually due to disability or security reasons.

Enrolment Forms

When you enrol your child, you will fill in an enrolment form. Please ensure the information supplied is always correct and **inform the school of any change of address, telephone number or emergency contact number**. When enrolling a child, Immunisation and Birth Certificates are required. A completed enrolment form is required before a student can commence school.

Please ensure all languages spoken at home are recorded on the form to assist us in supporting you and your child.

Excursions/Incursions

Extra-curricular excursions and incursions are based on studies being taught in the classroom. Each year level usually undertakes one excursion, visiting performance or camp per term. Decisions regarding camps will be made each year.

Detailed information about excursions involving money and transport will accompany individual excursion consent forms. Parents are required to sign and return the permission slip with the accompanied money back in an envelope to the class teacher or the school office. **If the consent form is not signed and returned by the due date, students are unable to attend the event.**

A receipt for payments will be issued. Families can also use their CSEF credit/funds. Parent volunteers are at times sought to assist with excursions. Any volunteers for Excursions must hold a valid Working with Children Check clearance and have been inducted by the school. Families interested in participating in school activities must contact the classroom teacher or the office.

Details can be found at the following website – www.workingwithchildren.vic.gov.au



Lunches

We allow 10 minutes for eating lunch and 10 minutes for eating snack, longer at the start of the year for prep and junior students. Make sure you show your child which food is for lunch and which is for snack. We encourage you not to overfill lunch boxes, as too much variety can be confusing. We encourage parents to think carefully about the type and amount of food they are providing. A piece of fresh fruit is the ideal snack. Canned soft drinks or energy drinks are not permitted.

Students should bring a water bottle to school to leave in their classroom. This should contain water only, not cordial, juice or soft drinks.

NUDE FOOD – The school promotes “Nude Food” and encourages students to bring their snack and lunch in containers in order to reduce the amount of packaging and waste that is brought to school.



MEDICAL/HEALTH PRACTITIONER & ALLIED HEALTH REPORTS

It is important to share any assessment reports from your child's medical/health practitioner or allied health service to support your child's health and wellbeing and learning at school. This could be in the form of a speech/language report; occupational therapy report; pediatrician's report; psychologist report etc.

If your child is diagnosed with any medical or learning condition it is important to inform the school. This information is kept confidential and is only shared with the relevant staff working with your child. It is best to organise a meeting with your child's teacher and a senior member of staff to discuss your child's learning and wellbeing needs.

MEDICATION AT SCHOOL

When students are required to take medication at school, parents are asked to provide detailed information in writing. Medicine should be clearly marked with the child's name, the dosage required and the time to be administered and left at the office. When students need to take medicine daily over a long period of time, parents are asked to provide a named, daily tablet dispenser to be handed in at the office with written instructions.

Students who require asthma treatments must have an Asthma Management Plan. No medication (including non-prescription drugs) should be left in the care of the children.

All medications should be handed in at the office, an 'authorisation to administer medication form' must be completed.

All Asthma, Epilepsy and Anaphylaxis Plans and Epipens, and/or medications must be kept at the school office.



NEWSLETTER

The Newsletter is a huge platform for communication throughout the school community. A Principal's Report, Parents' Club news, staff messages, general information and comments, educational information and notices are communicated in this way. The newsletter is published electronically fortnightly on Friday and can be viewed on the school website at www.manorvaleps.vic.edu.au and the COMPASS portal.

OUTSIDE SCHOOL HOURS CARE

A Before and After School Care program operates in the Multi-Purpose Room and is conducted by Camp Australia. Parents wanting to have their children in this program need to complete enrolment forms online via the Camp Australia website www.campaustalia.com.au or contacting them on 1300 105 343.

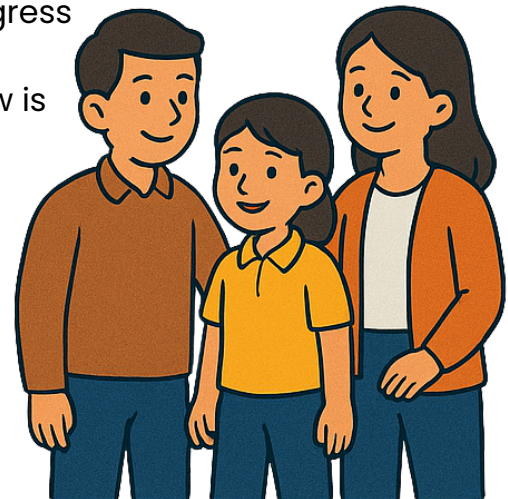
Information brochures can be obtained from the school office or directly from Camp Australia staff at school.

Before School Care operates from 7.00am – 8.30am

After School Care operates from 2.58pm – 6.30pm

PARENT/TEACHER INTERVIEWS & THREE-WAY CONFERENCES

Parent/Teacher interviews or Three-Way Conferences will be held at least twice a year (early and middle of the year) with the opportunity for another interview at the end of the year, if necessary. If you wish to discuss your child's progress with the classroom teacher at any time, please make an appointment through the Compass portal. The first interview is an information exchange between the teacher and the parents/legal guardians. Parents attend a three-way conference shortly after the mid-year report has been received by families. This is an opportunity for your child to discuss and share the progress they have made with their learning goals.



PARENTS' CLUB

The Parents' Club meet each month at school. Any parent/guardian/carer is welcome to attend Parents' Club meetings. This is a less formal way of supporting the school, meeting other parents, improving your own skills and helping the school achieve its goals. In 2026, Parents' Club is examining ways to expand their role. This is a great opportunity to connect with many members of our school community.

PARENT VOLUNTEERS & WORKING WITH CHILDREN CHECKS

Early in the school year parents will be asked to submit their names to assist in classrooms, on excursions and events. Parents attending camps, excursions and the swimming program must have an up to date Working with Children Check clearance. There are rare exceptional circumstances when a WWCC may not be required and this is under the discretion of the principal and the law.

It is strongly recommended that any parent wishing to be involved in the school or activities or excursions obtain a Working with Children Check card. These are free of charge and enrolment is completed online at www.workingwithchildren.vic.gov.au Preference will always be given to volunteers with a WWCC. Families interested in participating in school activities must contact the classroom teacher or the office.

PERSONAL MOBILE PHONES USE

In accordance with the Department's Mobile Phones Policy issued by the Minister of Education, personal student mobile phones must not be used at Manorvale Primary School during school hours, including lunchtime and recess.

Secure storage

Mobile phones owned by students at Manorvale Primary School are considered valuable items and are brought to school at the owner's (parent/carer's) risk. Students are encouraged not to bring a mobile phone to school unless there is a compelling reason to do so. Please note that Manorvale Primary School does not have accident insurance for accidental property damage or theft. Students and their parents/carers are encouraged to obtain appropriate insurance for valuable items.

At Manorvale Primary School:

- Students who choose to bring mobile phones to school must have them switched off and securely stored during school hours at the school office.
- Students should provide their phone number to the school.
- When emergencies occur, parents or carers should reach their child by calling the school's office on 9741 6300.

Please refer to the Mobile Phone policy on the school website.

PETS

At times, children may like to bring a pet to school to share. If this is your intention, please request the classroom teacher's permission beforehand to arrange a suitable time. Pets must be taken home immediately after they have been shared. No pets, especially dogs, should be in the yard even when on a lead. Many students have allergies and fears about animals and are entitled to have these issues respected.



REPORTS

Twice a year students receive a formal written report. Families can access reports from COMPASS.

SCHOOL COUNCIL

The School Council meets on the second Monday of each month at 6.00pm in the staffroom. School Council is the governing body of the school, with the Principal as its Executive Officer. The school community elects members. Parents also have the opportunity to participate in sub-committees, which provide valuable experience, help develop skills, and support the school in achieving its goals.

SCHOOL POLICIES & INFORMATION

Parents/Carers are encouraged to access the school website regularly. All school policies are located on the school website for easy access along with the school newsletter and other important information.

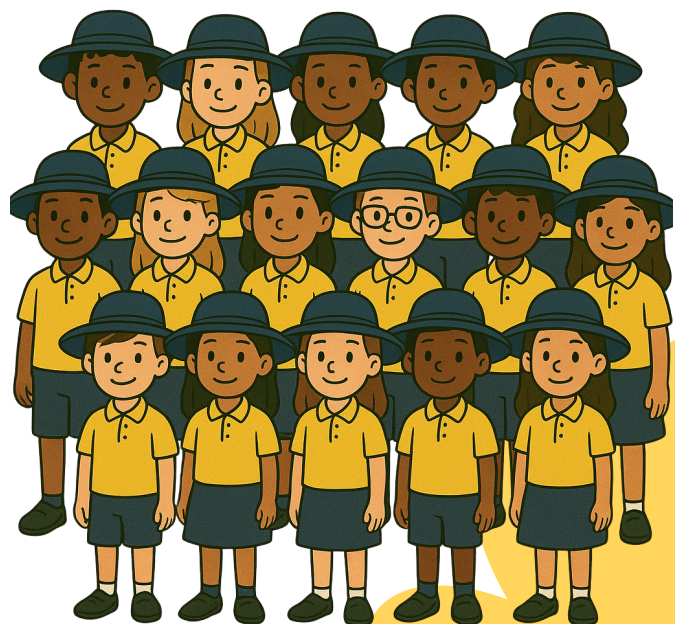
Information is also placed on our COMPASS communication site. Parents/Carers will often receive a notification to direct them to newsfeeds on COMPASS. At times, SMS messages and emails will also be sent to families. Please ensure all your contact details (including email addresses) are updated with the school to ensure we can communicate easily with you.

It's important that families check these sites regularly to stay informed about the school.

SCHOOL UNIFORM

The school colours are navy blue and gold. Our school uniform is compulsory and all items can be purchased from Rushfords at Shop 1/13 Barnes Place, Werribee. Rushfords are open Monday to Friday from 9.00am to 5.00pm and on Saturdays from 9.00am to 1.00pm. A Student Dress Code is attached to this booklet. School sunhats can also be purchased from the school office. It is recommended that Preps have a spare set of clothing in their school bag.

FOR ALL STUDENTS PLEASE CLEARLY LABEL ALL ARTICLES OF CLOTHING AND ANYTHING YOUR CHILD BRINGS TO SCHOOL.



State Schools' Relief: Parents or carers who are struggling to provide their child's uniform can contact the office or leadership to discuss further.

SIGNING IN AND OUT

Children arriving late for school or leaving early from school **MUST BE SIGNED IN/OUT AT THE OFFICE by a parent/guardian using the COMPASS check-in system.** Parents visiting and assisting in the class must also sign in, for security and emergency reasons.

STUDENT FREE DAYS

Five Student Free Days will be held each year. You will be notified in advance of these dates. Students do not attend school on these days.

STUDENT SUPPORT SERVICES

All government schools have access to Student Support Services comprising of social workers, psychologists and speech therapists. They undertake assessments, group programs, speech therapy and short-term counselling support. Referrals need to be made through the Assistant Principals or the Disability Inclusion leader. As our Student Support Services support all schools in the Wyndham area a triage system operates when referrals are being reviewed. This could mean that some referrals are placed on an extended waiting list. Families requesting counselling support may be referred to other agencies if the request entails a complex situation requiring longer term or family counselling. The Mental Health in Primary Schools leader can assist families with referrals.

SUNSMART

To comply with Sun Smart guidelines a No-Hat-No-Play Policy operates between September to the end of April or whenever UV levels reach three or more. All students are required to wear an approved wide brimmed navy-blue school hat when engaging in outdoor activities. Students representing the school at sport and excursions must wear hats. Hats can be purchased from the school office and from Rushfords. Sunglasses and plain coloured sun blocking cream may be used at school if named and carried in school bags.



STUDENT MATERIALS, CURRICULUM COSTS & VOLUNTARY CONTRIBUTIONS

This year the school will provide all student requisites to each child on the first day of school in the classroom. Families are invited to make voluntary financial contributions as set out below.

An optional donation towards library funds, building funds or ground maintenance and improvement may also be paid.

Suggested amounts:

Total Amount	\$100.00
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Specialist Voluntary Contributions:

Supporting programs including sports equipment, art materials (eg. clay, paint and textiles), online subscriptions (Reading Eggs, Mathletics, IXL and School VVP) multi-language books and online programs, printing and photocopying. \$40.00

Optional Voluntary Contributions:

The School Council has also requested optional donations which are tax deductible.

- | | |
|-------------------------|---------|
| • Building Fund | \$20.00 |
| • Library Fund | \$20.00 |
| • Grounds & Maintenance | \$20.00 |

Please refer to the "Parent Payment" section on the school website for further information

TOYS AND VALUABLE ITEMS

We discourage children from bringing expensive toys, items and clothing to school, unless as part of a school activity. Electronic devices are not permitted.

TRAFFIC AROUND THE SCHOOL

The streets around the school become busy in the morning and afternoon. All parents are expected to support the use of the supervised crossings in Greaves Street North.

The car park at the school should not be accessed by parents between 8.40am – 9.10am & 2.50pm – 3.30pm. Under some circumstances, such as disability and security, exceptions will be made after consultation with the principal.

The drop off zone in Coorombong Street is not for parking, it is for dropping off or picking up waiting children.



MANORVALE PRIMARY SCHOOL

STUDENT DRESS CODE

PURPOSE

The purpose of the Student Dress Code is to outline Manorvale Primary School requirements for student dress and appearance and to provide information about uniform purchase and support, dress code implementation and exemption processes.

This dress code has been developed by Manorvale Primary School's School Council in close consultation with our school community to ensure that it respects the rights of individual students whilst reflecting the values and interests of our community.

SCOPE

Students are expected to comply with this Student Dress Code while traveling to and from school, during school hours and when attending school activities.

UNIFORM AND APPEARANCE

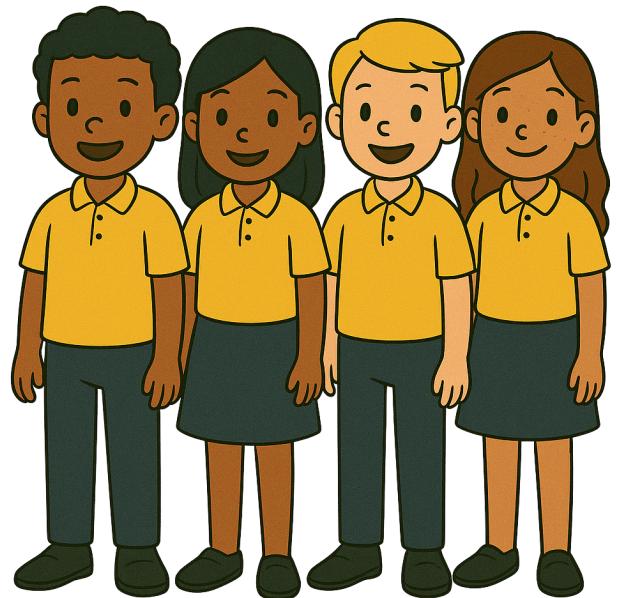
Manorvale Primary School's uniform colours are navy and gold. Manorvale Primary School uniform items are as follows:

Summer Uniform:

- Gold polo/T-shirt
- Blue and white check summer dress
- Knee length navy shorts, tracksuit pants or trousers
- Navy netball skirt
- Navy shorts
- Navy windcheater or bomber jacket
- Navy or white socks
- Wide brimmed or legionnaires style hat

Winter Uniform:

- Gold skivvy or polo shirt
- Navy tartan winter tunic or plain navy skirt
- Navy tracksuit pants or trousers (no denim)
- Navy windcheater, bomber jacket and/or cardigan
- Navy or white socks/tights
- Navy woollen beanie (optional)
- Navy scarf and gloves (optional)



Shoes

Black shoes, boots or plain runners with plain coloured shoelaces are recommended part of the school uniform. Other runners with plain or black laces are permitted, however runners with outlandish designs, wheels or trendy fashionable styles are not acceptable. For safety reasons, laces need to be at an appropriate length to avoid any tripping accidents.

General appearance

While at school, travelling to or from school or participating in school activities, Manorvale Primary School students must comply with the following:

- Uniforms must be clean and in good repair
- Uniforms must be clearly marked with the owner's name
- Additional layers of clothing may be worn underneath the uniform for added warmth, provided these undergarments are completely hidden.
- Rain jackets may be added on top of the school uniform if required

Other uniform information:

- Only students in uniform will be permitted to represent the school.
- Exemption from uniform is available for 'special occasions', such as dress-up days, casual clothes days and camps
- The school logo displayed on the polo shirts, windcheaters and bomber jacket is preferred.
- Open toe sandals, thongs or surf sandals are **not** allowed
- Hair accessories such as headscarves, ribbons, scrunchies, headbands and hair clips should be navy, white or gold.

Jewellery and cosmetics

Students are not permitted to wear decorative jewellery to school. Stud earrings and sleepers worn in the ears, and watches, are the only acceptable jewellery. Cosmetics may not be worn at school. Only clear nail polish is permitted.

Hair and Sun safety

Shoulder length or longer hair is to be tied back to help restrict the spread of nits and lice and for student safety.

School uniform hats must be worn outside from 1 September to 30 April and any other days prescribed by the school. School uniform hats may also, be worn outside of this time period, by parent or student choice. Hats are not to be worn inside.

Students are permitted to wear sunglasses during outdoor activities. Sunglasses should be close fitting, wrap-around that meet the Australian Standards 1067 and cover as much of the eye area as possible.

PURCHASE OF UNIFORMS

Uniform items can be purchased from Rushford's Schoolwear, 1/13 Barnes Pl, Werribee VIC 3030.

<https://www.noone.com.au/school/manorvale-primary-school/stores>

Manorvale Primary School's Parents' Club also operates a second-hand uniform store for parents. Please contact the school on 9741 6300 for further details.

Support for families experiencing difficulty

Please contact the school office to discuss support that we may be able to provide to families experiencing difficulty meeting uniform costs, including information about eligibility for uniform support through State Schools' Relief. Further information about State Schools' Relief is also available on their website: <https://www.ssr.net.au/>

IMPLEMENTATION

Manorvale Primary School will ensure that this Student Dress Code is communicated to all families and students through our website. We will assist students who may be experiencing difficulties complying with this policy where possible.

Students wearing non-compliant uniform items may be asked to change into a compliant item of clothing to be provided by the family or by the school.

If a student is out of school uniform or otherwise breaches the Student Dress Code on a recurring basis, a note will be provided to the student and parents by the classroom teacher. If non-compliance with the dress code becomes a continued occurrence, the Principal will be informed and a phone call home may be required. In this event, the school will continue to work with the student and family to support compliance.

EXEMPTIONS TO STUDENT DRESS CODE

We recognise that there may be situations where the application of this dress code may affect students unequally. Students and their parents or carers may apply either in writing or in person to the Principal for an exemption to this Student Dress Code if:

- an aspect of this code prevents the student from complying with a requirement of their religious, ethnic or cultural beliefs or background
- the student has a particular disability or health condition that requires a departure from the dress code
- the student or their parents/carers can demonstrate particular economic hardship that prevents them from complying with the dress code.

CONCERNS ABOUT THIS STUDENT DRESS CODE

Manorvale Primary School welcomes feedback from the school community in relation to this Student Dress Code. If you have a concern or complaint about the Student Dress Code, further information about raising a concern or complaint is available in our school's Parent Complaint Policy.

FURTHER INFORMATION AND RESOURCES

- Department of Education and Training Student Dress Code
- Department of Education and Training Student Engagement policies and guidelines

MANORVALE PRiMARY SCHOOL

CONTACT INFO

Email:

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Phone:

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