



# Primary School Uniform Regulations

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## 1. Introduction

At Hout Bay International School (HBIS) our uniform is the most visible marketing brand of our school. More often than not it is how you as an individual and we as a school are judged by visitors and the local community. As such, every student at HBIS is a walking ambassador for their school and therefore should always wear the uniform with pride. It is in the interests of both students and the school that high standards are maintained. No breach of uniform regulations is allowed nor are any substitutes for the correct HBIS colours. Cleanliness, neatness (which also implies that clothes should fit properly) and good grooming are also enforced, for the same reasons.

This comprehensive document contains everything you need to know about the HBIS uniform. We ask that parents and students adhere to these regulations at all times.

### a) The School uniform is to be worn:

- from home to school and back home;
- to all functions at School and excursions from or organised by the School, unless specific instructions are given to the contrary;
- to formal evening functions: PYP 6 students must wear No. 1 Uniforms throughout the year to formal evening functions, unless specific instructions are given to the contrary;
- travelling to and from sporting events; the following variations are allowed:
  - **Matches:** change at school and travel in HBIS tracksuit with sports kit
  - **Practices:** Official HBIS practice kit (white HBIS golf shirts, HBIS PE Shorts)/ or HBIS match kit must be worn to all sports practices. Other kit may only be worn by arrangement with the sports coach.
- in its entirety when out in public e.g. shopping centres, malls, restaurants etc. (being barefoot while wearing the school uniform etc.)

## 2. Clarification of specific items

### b) Badges:

No lapel badges may be worn unless officially awarded or sanctioned by the School.

### c) Gloves:

- May not be worn in a classroom
- Gloves should be dark or conservative in colour.

### d) Jerseys:

- Jerseys may not be worn in place of blazers at formal evening functions or on official fieldtrips.
- Jerseys may not be worn around the neck or waist.
- Sleeves may not be pushed up.
- Jerseys must fit adequately, i.e. not be baggy or long or tucked under at the waist; nor, on



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the other hand, may they be too tight.

- Students may not tuck jerseys into their trousers/skirts/skorts.
- Cuffs must not be torn or frayed, nor may there be holes in them.

**e) Boys' white collared shirt (PYP 6 No. 1 Uniforms):**

- Boys' white collared shirts may not have a self-pattern, epaulettes or cut-away collars. Only a plain white long or short sleeve shirt is permissible.
- The top button must be fastened at all times; should the top button be missing the tie knot should hide this.
- Shirts must remain tucked in at all times.

**f) Girls' white blouse (PYP 6 No. 1 Uniforms):**

- Only the HBIS white blouse may be worn.
- Shirts must not be tucked in and should have no missing buttons.
- A plain white/beige undergarment may be worn underneath.

**g) Blue or White Golf shirt:**

- The top button must be undone.
- Sleeves may not be rolled up.
- The shirt may not be tucked in.
- Long sleeve vests are not permitted underneath a golf shirt.

**h) Skirts/Skorts:**

- All skirts/skorts must reach the knees.
- Shorts may not be worn underneath skirts.
- Skirts may not be rolled up to shorten the length.

**i) Tracksuit:**

- Tracksuits may only be worn as an item of sports kit or on a sanctioned field trip
- Only official HBIS or awarded provincial/national tracksuits may be worn at the school or on the grounds.
- A blazer may NOT be worn with a tracksuit.
- Students riding to and from school on bicycles or motorcycles may wear the HBIS tracksuit pants and or HBIS PE shorts and then change into regular uniform upon arrival.
- Cycling shorts may not be worn, when not cycling, if they are visible in any way.

**j) Shoes – School:**

- Regulation school shoes (i.e. plain black lace-ups or side buckles for girls) to be worn.
- No suede may be worn. White or cream soles are not allowed.
- Shoes must be polished regularly



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## **k) Shoes – Sports:**

- Proper sports shoes are required with non-marking soles.
- Sneakers, skateboard shoes, high tops, plimsoles, tekkies are not permitted.

## **l) Socks:**

- Girls' socks must cover the ankle bone (secret socks are not permitted)
- Students must wear navy ankle socks with the khaki long/short pants and skirts/skorts
- The long HBIS sports socks used for sport (cricket, hockey, soccer) should be worn with garters to keep them up throughout a match.
- White ankle socks are permissible for certain sports only (tennis, netball, running, etc.).

## **m) Tie: (PYP 6 only)**

- Ties are to be worn with No. 1 Uniforms for all formal functions.
- The tie knot must cover the top button and not be allowed to slip down.

## **n) Caps/Hats:**

- Only the HBIS school cap/cricket hat may be worn with school/sports uniforms.
- Caps/cricket hats may not be worn in the building or in classrooms.

## **o) Blazers: (PYP 6 only)**

- Navy blue blazers can be purchased from outside suppliers.
- A HBIS badge may be purchased from the Uniform shop and must be sewn onto the blazer pocket.
- Blazers are to be worn with the No. 1 Uniform at all formal functions as listed per the calendar.
- Blazers should be cleaned regularly.

## **p) Khaki Chino Shorts:**

- The HBIS khaki chino shorts may not be rolled up.

## **q) Khaki Chino Long Pants:**

- Excessively wide or narrow trouser bottoms are not permitted.
- If a separate belt is needed it must be black with an unobtrusive buckle.
- Girls are permitted to wear long pants as an alternative to the skirts/skorts
- Long pants may not be rolled up.

## **r) Cycle Helmets:**

It is compulsory for cyclists to wear cycle helmets to and from school.

## **s) Jewellery:**

- The following jewellery is permitted:
  - One pair of earrings (one per ear) in the ear lobe. Earrings must be small, plain gold or silver, round studs, or sleepers.
  - Watches.
  - Medic-alert bracelets may be worn.



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- No facial (eg. nose) piercings allowed

## t) Hair:

- Hair must be neat, tidy, and clean at all times.
- Hair must be kept clear of the eyes at all times.
- Hairstyles or cuts may not be a focus of attention. No current fashion trends/statements permitted (for example shaved stripes and marked steps).
- Primary School students' hair that is longer than shoulder length must be tied up at all times.
- Hair may not be coloured unless it is an approximation of your natural colour. No bleaching permitted.
- Boys' sideburns should remain at mid-ear level.
- Boys' facial hair must be clean shaven at all times.

## u) Hair Accessories:

- Only white, navy, black or brown hair accessories are permitted.

## v) Nails:

- Nails are to be cut regularly and kept clean.
- Nail polish is not permitted with the exception of clear nail polish.

## 3. Uniform Shop

Uniforms can be purchased online from Hatrick - <https://ies.hatrick.co.za/>

## 4. Formal Days (PYP 6 only)

Assembly Days are formal days and Number 1 uniform must be worn. In addition, certain formal functions during the year may also require students to wear their No 1 Uniforms – this may include, but is not limited to; Open Days, Evening Functions, School Photographs, Fieldtrips, Whole School Assemblies, Prize Giving's, etc.

## 5. Marking of Uniforms

Parents are to ensure that every single item of their child's uniform is clearly marked before the start of the school term. The School does not assume any responsibility for lost or stolen items. It remains the responsibility of every student to ensure that they look after their belongings.

## 6. Inter-house Events

At all Inter-house events students are required to wear their House shirt (red, green, blue, yellow) with either their HBIS PE/match kit shorts or HBIS Tracksuit pants. Parents are also invited to purchase a House shirt to help create House spirit on Sports days.



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## Early Years (EY 1 & 2)

	BOYS & GIRLS
<b>SCHOOL UNIFORM</b> (Worn Monday to Friday)	<ul style="list-style-type: none"><li>• HBIS Polar Fleece *</li><li>• HBIS Tracksuit *</li><li>• Navy Ankle Socks *</li><li>• Navy HBIS Golf Shirt *</li><li>• Navy HBIS PE Shorts *</li><li>• Navy HBIS V-Neck Jersey *</li><li>• Navy Sandals <b>OR</b></li><li>• Sports Shoes (non-marking soles)</li></ul>
<b>ADDITIONAL ITEMS</b>	<ul style="list-style-type: none"><li>• Art Apron – This can be an oversized T-shirt</li><li>• HBIS House Golf shirt * (Chapman - Yellow, Disa - Blue, Sentinel - Green and Dungeons - Red)</li><li>• Navy HBIS School Cap or Cricket Hat *</li></ul>

All items indicated with an asterisk (\*) can be purchased from our online uniform shop.



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## Junior Primary (PYP 1 & 2)

	BOYS	GIRLS
<p><b>SCHOOL UNIFORM</b> (Worn Monday to Friday)</p>	<ul style="list-style-type: none"> <li>• Black Belt</li> <li>• Black Regulation School Shoes</li> <li>• HBIS Polar Fleece *</li> <li>• Khaki Chino Long Pants *</li> <li>• Khaki Chino Shorts *</li> <li>• Navy Ankle Socks *</li> <li>• Navy/white HBIS Golf Shirt *</li> <li>• Navy HBIS V-Neck Jersey *</li> </ul>	<ul style="list-style-type: none"> <li>• Black Regulation School Shoes</li> <li>• HBIS Polar Fleece *</li> <li>• HBIS Skirt OR Skort *</li> <li>• Khaki Chino Long Pants *</li> <li>• Navy Ankle Socks *</li> <li>• Navy/white HBIS Golf Shirt *</li> <li>• Navy HBIS V-Neck Jersey *</li> <li>• Navy Stockings/Tights *</li> </ul>
<p><b>PHYSICAL EDUCATION &amp; EXTRA CURRICULAR UNIFORM</b></p>	<ul style="list-style-type: none"> <li>• HBIS House Golf shirt * (Chapman - Yellow, Disa - Blue, Sentinel - Green and Dungeons - Red)</li> <li>• HBIS Tracksuit *</li> <li>• Navy &amp; White long HBIS Sports Socks * (Soccer, Hockey, Cricket)</li> <li>• Navy HBIS PE Shorts */HBIS match kit</li> <li>• Navy HBIS School Cap or Cricket Hat *</li> <li>• Proper Regulation Exercise Sports Shoes (non-marking soles)</li> <li>• White HBIS Golf Shirt *</li> <li>• White Sports Ankle Socks (Tennis, Netball, Running)</li> </ul>	
<p><b>ADDITIONAL ITEMS</b></p>	<ul style="list-style-type: none"> <li>• Art Apron – This can be an oversized T-shirt</li> </ul>	

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## Senior Primary (PYP 3, 4, 5 & 6)

	BOYS	GIRLS
<p><b>SCHOOL UNIFORM</b> (Worn Tuesday to Friday)</p>	<ul style="list-style-type: none"> <li>• Black Belt</li> <li>• Black Regulation School Shoes</li> <li>• HBIS Polar Fleece *</li> <li>• Khaki Chino Long Pants *</li> <li>• Khaki Chino Shorts *</li> <li>• Navy Ankle Socks *</li> <li>• White/Navy HBIS Golf Shirt *</li> <li>• Navy HBIS V-Neck Jersey *</li> </ul>	<ul style="list-style-type: none"> <li>• Black Regulation School Shoes</li> <li>• HBIS Polar Fleece *</li> <li>• HBIS Skirt OR Skort *</li> <li>• Khaki Chino Long Pants *</li> <li>• Navy Ankle Socks *</li> <li>• Navy HBIS Golf Shirt *</li> <li>• White/Navy HBIS V-Neck Jersey *</li> <li>• Navy Stockings/Tights *</li> </ul>
<p><b>NO. 1 UNIFORM</b> (PYP 6 only) (To be worn for Formal Assemblies, Functions, Prize Giving's, Fieldtrips etc.)</p>	<ul style="list-style-type: none"> <li>• HBIS Tie *</li> <li>• Navy Blazer with HBIS badge* (Blazer <u>Not</u> stocked at school uniform shop)</li> <li>• White Buttoned Shirt (long or short sleeve)</li> </ul>	<ul style="list-style-type: none"> <li>• Long/Short Sleeve Fitted White Blouse with HBIS badge *</li> <li>• Navy Blazer with HBIS badge* (Blazer <u>Not</u> stocked at school uniform shop)</li> </ul>
<p><b>PHYSICAL EDUCATION &amp; EXTRA CURRICULAR UNIFORM</b></p>	<ul style="list-style-type: none"> <li>• HBIS House Golf shirt * (Chapman - Yellow, Disa - Blue, Sentinel - Green and Dungeons - Red)</li> <li>• HBIS Sports Match Kit * (to be worn for matches only)</li> <li>• HBIS Tracksuit *</li> <li>• Navy &amp; White long HBIS Sports Socks * (Soccer, Hockey, Cricket)</li> <li>• HBIS match kit. OR</li> <li>• Navy HBIS PE Shorts * , White HBIS Golf Shirt *</li> <li>• Navy HBIS School Cap or Cricket Hat *</li> <li>• Navy HBIS Swim Cap *</li> <li>• Navy HBIS Swimming Costume *</li> <li>• Proper Regulation Exercise Sneakers (non-marking soles)</li> <li>• White Sports Ankle Socks (Tennis, Netball, Running)</li> </ul>	
<p><b>ADDITIONAL ITEMS</b></p>	<ul style="list-style-type: none"> <li>• Art Apron – This can be an oversized T-shirt</li> <li>• School Awards* (if awarded) – the school will provide</li> </ul>	

All items indicated with an asterisk (\*) can be purchased from our online uniform shop.