# SCHOOLS OF NURSING AND MIDWIFERY, ALLIED HEALTH, PUBLIC HEALTH, MOLECULAR SCIENCES AND RURAL HEALTH

# DRESS CODE GUIDELINES

# 

|  |  |
| --- | --- |
| Overview | All students attending Professional, Clinical or Fieldwork Placements within the College of Science, Health and Engineering are representatives of La Trobe University and are expected to comply with the College dress code and professional presentation guidelines.  Students should also be aware that most agencies will have their own compulsory dress code requirements and policies to minimise occupational health and safety risks as well as infection control.  Agencies have the right to send a student home if they do not comply with the agency’s dress code and may withdraw the student from placement if they repeatedly fail to conform. The College cannot overturn any decision made by the agency in relation to dress code.  Students who do not comply with the dress code requirements may jeopardise their chance of undertaking a suitable (or any) clinical, professional or fieldwork placement, thereby delaying or preventing completion of their course.  Students are to be aware that while wearing the La Trobe University uniform they are ambassadors of La Trobe University and that their behaviour while in uniform is to comply with the code of conduct of La Trobe University at all times. The clinical uniform is to be worn for the purpose of attending placements, simulated learning or fieldwork activities as a student of La Trobe University and should not be worn for any other purpose or occasion. |
| **Table of Contents** | |  | | --- | | Professional Presentation | | Occupational Health and Safety and Infection Control | | Uniforms | | Nursing and Midwifery | | Dentistry & Oral Health | | Exercise Science/Exercise Physiology | | Occupational Therapy | | Orthoptics (Clinical Vision Sciences) | | Paramedicine | | Pharmacy | | Physiotherapy | | Podiatry | | Prosthetics and Orthotics | | Dietetics, Speech Pathology, Social Work and Health Information Management | | Placements Where No Uniform is Required | | Adherence to Fixed Personal or Cultural Dress Requirements | | Prospective Students and Newly Enrolled Students | |
| **Professional Presentation** | While uniform requirements may vary between disciplines, all students are expected to comply with the professional presentation rules as follows:     * La Trobe name badge (first name only) should always be worn. * Clothing should be neat and tidy (i.e. laundered, ironed and without noticeable damage). * Hair must be clean and tidy. To meet Occupational Health and Safety standards, hair longer than shoulder length must be tied back. This will minimise exposure to the transfer of any body fluids and from patients grabbing and pulling hair. * No excessive make-up or perfumes should be worn. Unwell patients exposed to strong odours may experience nausea. * Nails must be short and clean with no coloured nail varnish or acrylics. * Body art and/or tattoos of an offensive nature must be covered. * Jewellery should be minimal, conservative and removable for hand washing. For safety reasons, any jewellery that may catch on equipment or be pulled such as large earrings, claw setting rings, necklaces and bangles should not be worn. Wedding bands and stud earrings may be worn. Facial jewellery/body piercings to be discreet and kept to a minimum. Body piercings must not pose a safety risk and at the request of the agency may need to be removed or covered with an appropriate dressing. * Shoes should be clean and in good condition. No open toed shoes or sports shoes are to be worn. Ballet flats and Ugg boots are not permitted. * Jeans/denim, leggings, sleeveless/backless/strapless/spaghetti-string tops or dresses, mini-skirts, low necklines, sweat shirts, singlets, low slung pants, exposed midriffs, spandex and sheer clothing are not acceptable work attire. Track suits, active wear and t-shirts are not permitted unless specifically advised in the discipline specific section below. * No clothing with offensive language or references. * Good personal hygiene should be maintained at all times. * No hats or caps with the possible exception of those with requirements for adherence to fixed personal or cultural dress (see section below). * A head scarf needs to be black or navy, and tucked into the shirt collar so it is neat and tidy. * Skirt hem lines must be at least 5 centimetres from the floor. |
| **Occupational Health and Safety and Infection Control** | Most clinical agencies will have an Occupational Health and Safety policy and Infection Control policy designed to protect the health and safety of its staff and patients. Policies of this nature may include dress code guidelines.  At all times, students undertaking professional or clinical placements are expected to comply with the dress code requirements of any Occupational Health and Safety or Infection Control policy in place at the clinical agency they are attending.  Examples of dress code requirements include:   * The ability to move freely and undertake patient care such as manual handling * No clothing or attachments that may become caught in equipment * Being able to roll shirt sleeves above the elbow for hand washing purposes * Wearing clothing fabric that is easily cleaned and maintained * Wearing protective clothing as directed * Wearing footwear that is non-slip and close toed |
| **Uniforms** | Where applicable uniforms may be purchased from the Co-op or other approved suppliers as directed by individual disciplines.  Where applicable, branded uniforms may be purchased from ‘The Co-op’ on campus or other approved suppliers as directed by individual disciplines.  Uniform requirements vary between disciplines and clinical environments.  Please note, disciplines and clinical placement agencies may require students to comply with alternative dress codes. Where this is the case, students will be informed prior to the placement being undertaken.  Where a student fails to comply with the clinical agency’s dress code requirements, students may be removed from placement until such time that they can meet the requirements. Agencies may withdraw the student from placement if they repeatedly fail to conform.  Unless otherwise advised by a student’s discipline specific Clinical Coordinator, students are expected to wear the following clothing as defined for their discipline. |
| **Nursing and Midwifery (undergraduate students only)** | * Blue chambray shirt with the embroidered Nursing and Midwifery logo * Sleeves must be able to be pulled up above the elbow for washing and aseptic procedures/wearing of gloves * No cardigans or jumpers are to be worn when working with clients * Tailored black or navy skirt/trousers/culottes or shorts * Black or navy close toed flat shoes * Navy, black or grey stockings or socks; white socks may be worn with shorts |
| **Dentistry & Oral Health** | * White polo or blue button up shirt * Tailored trousers in black, dark grey or navy * Close toed flat black shoes made from durable material that will resist penetration by a sharp object |
| **Exercise Science**  **Exercise Physiology** | * La Trobe Polo shirt * Track pants or shorts * Tailored trousers in black, dark grey or navy * Closed toed non slip shoes * Optional – jacket & singlet |
| **Occupational Therapy** | * Optional - short sleeve polo shirt with embroidered Occupational Therapy logo * Tailored black or navy trousers/shorts or skirts * Close toed dress shoes |
| **Orthoptics (Clinical Vision Sciences)** | * La Trobe shirt/blouse * Tailored black trousers/skirt * Black dress shoes (no sandals, sneakers or thongs) * Students may also wear a jumper, jacket, cardigan or vest |
| **Paramedicine** | * Navy button corporate shirt with La Trobe logo * Navy or black trousers * Black zip-up or elastic sided boots with moulded rubber soles that are both oil and acid resistant * Green protective coveralls with La Trobe logo on front and the words “STUDENT PARAMEDIC” on the back * Wet weather jacket – must be high visible * Wet weather pants – must be high visible * Safety vest with La Trobe logo on front and the words “STUDENT PARAMEDIC” on the back * Hard hat with reflective tape * Safety glasses |
| **Pharmacy** | * Pin stripe shirt - ¾ length sleeve for women and long sleeve for men with the embroidered Pharmacy logo * Trousers or skirt * Close toed shoes |
| **Physiotherapy** | * Short sleeve polo shirt with embroidered Physiotherapy logo * Tailored black or navy trousers * Tailored black or navy shorts (where permitted by agency) * Close toed non-slip shoes * Stockings/socks must be worn * Optional - a navy wool jumper, cardigan or vest or long sleeved plain navy or black top worn underneath polo shirt |
| **Podiatry** | * Blue chambray shirt with embroidered Podiatry logo * Tailored black or navy trousers/shorts or skirt |
| **Prosthetics and Orthotics** | * Blue chambray shirt with embroidered NCPO (National Centre for Prosthetics and Orthotics) logo * Tailored trousers/short/skirt or culottes   Some agencies may require male students to wear a tie when consulting patients |
| **Dietetics,**  **Speech Pathology, Social Work and Health Information Management** | These disciplines do not require students to wear a La Trobe uniform while on professional clinical placements, however students are expected to wear their official La Trobe University name badge, dress in a neat and professional manner and comply with the professional presentation guidelines noted above. |
| **Placements Where No Uniform is Required** | In some instances, students will be advised not to wear a uniform (i.e. at psychiatric placements). Where a discipline specific Clinical Coordinator confirms that a student does not need to wear the standard uniform, students may wear their own clothing but are expected to comply with the same general personal presentation guidelines noted above.  Where a uniform is not required clothing should be neat, casual and practical for the clinical environment. |
| **Adherence to Fixed Personal or Cultural Dress Requirements** | Where possible, students wanting to adhere to fixed personal or cultural dress requirements should consult with their Clinical Coordinator prior to undertaking any professional clinical placements.  Students are expected to make reasonable adjustments to their personal attire in order to meet the Occupational Health and Safety and Infection Control requirements of their placement.  Students who have fixed personal or cultural dress requirements who are unable to comply with the Occupational Health and Safety policy or Infection Control policy of a clinical agency should immediately alert their discipline specific Clinical Coordinator who may seek further advice from the clinical agency, the office of equity and diversity, religious councils or professional registration bodies as required.  While reasonable adjustments may be made to enable an individual student to meet the expectations of their course, students must still be able to meet the minimum inherent requirements for their individual course of enrolment. Adjustments must not compromise the students’ personal safety or the safety of their clients.  Where a student is unable to comply with the Occupational Health and Safety policy or Infection Control policy of a clinical agency due to their personal or cultural dress requirements, the College will make reasonable attempts to source a suitable alternative placement. The College will consider that it has made reasonable attempts to find a suitable alternative placement if it has received rejections from three agencies (however the number may be lower depending on availability of placements).  Where reasonable attempts have been made and no suitable alternative placement can be sourced, students will be counselled by their discipline specific Clinical Coordinator on the most appropriate action. Students may be required to take a Leave of Absence from the course or reconsider their enrolment in the course. |
| **Prospective Students and Newly Enrolled Students** | Prospective applicants and newly enrolled students adhering to fixed personal or cultural dress requirements should seek advice from the discipline prior to enrolment. This is to prevent students from incurring learning debts in a course where they are unable to comply with the inherent requirements, or to prevent, where possible, delays in undertaking clinical placement. |
| Approval Body | Academic Committee  College of Science, Health and Engineering  SHECAC 03/2016 |
| Date Effective | 05.04.2016 |
| Next Review Date | 01.04.2018 |
| Owner | Partnership Operations  College of Science, Health and Engineering |