



## **Cumberland County Schools (FILE: JCDB-R)**

### **Administrative Procedure for Uniform Dress Implementation**

*Updated June 2017*

- I. Students are expected to adhere to uniform dress policies as developed by the School and approved by the Board of Education.
- II. A student may request exemption from a school's prescribed uniform dress plan by making the request for exemption to the school principal. Appropriate documentation must accompany the request.
  - a. A. Medical exemptions require a doctor's note that states, in specific terms, the clothing that cannot be worn.
  - b. B. Religious exemptions require a copy of applicable doctrine and a letter from an official of the religion with which the student is affiliated.
- III. If a student refuses to adhere to an established uniform dress policy and does not claim any of the exemptions stated above, the school will take the following steps as appropriate.

#### *First Offense:*

The school will notify the student and the parents of the specific violation and request a change of clothing from the parent. A letter outlining appropriate uniform dress will be mailed at this time. The student will be given two days to comply. The school will determine if there is a valid need for financial assistance that prevents compliance with the uniform dress policy. The school will provide appropriate resources as needed.

#### *Second Offense:*

The parent will be contacted with a request for a change of clothing for the student. The school will provide a temporary change of clothing that complies with stated policies, if needed. A disciplinary conference will be conducted for non-compliance with the policy.

1. Disciplinary violation strikes will not be given.
2. Consequence: In-School-Suspension up to 2 days.

#### *Subsequent Offenses:*

The parent will be contacted with a request for a change of clothing for the student. The school will provide a temporary change of clothing that complies with stated policies, if needed. A disciplinary conference will be conducted for non-compliance with the policy.

- IV. Parents of students who do not meet any of the exemptions, but refuse to cooperate with the policy will be requested to meet with the principal and to write a letter explaining their reasons for non-compliance. Principals will reinforce the value of the policy and the need for complete cooperation. At the request of the principal, the appropriate Executive Director will meet with the parents.

#### *Dress Code Attire*

- Shirts - Solid White, Black, Light Blue, Navy Blue, or Orange (Polo Style or Oxford Style Dress Shirt)
- Slacks/ Shorts – Navy, Black or Khaki
- Jumpers/ Skirt/ Capri – Navy, Black or Khaki
- Shoes – Tennis are always the best choice but Dress Shoes and boots are permitted.
- Socks – Solid White, Black, Khaki, or Navy (ankle, knee, tights, hose)
- Sweaters – Solid White, Black, Light Blue or Navy, Crewneck, V-neck, or Cardigan
- Blazers – Navy, Black, or Tan
- Belts - Navy, Black, Brown, or Tan
- Coats – Any Style or Color
- Cargo, Slacks are permissible.

#### *Guidelines*

- School logos are the only acceptable decoration.
- Belts will be worn with attire that has belt loops.
- Undershirts must be solid white.
- Shirrtails must be worn tucked in at all times.
- Attire will be neat, clean, and in good repair.
- Shoes must cover both the toe and the heel. Shoes with skates are not permitted.
- Sweatshirts or other hooded attire is not permitted.
- Overalls (long or short) may not be worn.
- Shorts, skirts, and jumpers must be below the tips of fingers in length.
- Blue jeans and clothing made of denim fabric may not be worn.
- No sagging or baggy clothing is permitted.
- Team or Club T-shirts may be worn on competition days.
- Bandanas are not permitted.
- Ribbons and hair clips may be worn.
- Hats will not be worn inside the building.