

Adopted: 08/26/11
Revised 8/22/13
10/23/14
12/17/15
7/25/17

COLOGNE ACADEMY
MANUAL OF SCHOOL POLICIES APPROVED BY THE BOARD

504 STUDENT DRESS AND APPEARANCE

I. PURPOSE

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.

II. GENERAL STATEMENT OF POLICY

- A. As with all school operations, dress code requirements shall be nonsectarian and ensure student safety.
- B. The Uniform Dress Code was created to encourage community spirit and to enhance school pride at Cologne Academy. It provides a means of focusing on the students as unique persons while diminishing the importance of external factors such as clothing. All clothing and appearance choices should uphold the spirit in which the following dress code is written.
- C. **ALL CHILDREN MUST BE IN UNIFORM EVERY DAY.** If your child is not in the proper uniform when they come to school, you will be called to bring your child a proper uniform. In Middle School, students receiving three uniform violations will receive detention.
- D. Cologne Academy students must maintain a neat, clean, and appropriate appearance at all times. Uniform clothing should be in good condition and without torn knees. Clothing must be worn right side. Belts must be worn through loopholes on pants and must not dangle. Clothing is expected to be properly sized to fit. If girls wear shorts under their skirts, they should not be visible below the skirt's hemline. Hemlines for skirts, shorts and skorts must be no higher than 2 inches from the knee caps.

- E. Attire which attracts undue or negative attention or which infringes on the rights or values of others is not considered to be in the spirit of the dress code. Determination of whether clothing, hair, or accessories is suggestive or unkempt is at the discretion of Administration.
- F. Uniforms are required on all school days except when otherwise specified. Cologne Academy allows parents to purchase uniform clothing at any clothing store. We ask that Donald's Apparel and Uniforms and Land's End is used as the primary vendors for any clothing article that contains Cologne Academy's plaid #57 or Land's Ends' *classic navy plaid*.
- G. The Uniform Policy is designed to be a religiously neutral, mandatory, universally applicable code. CA recognizes, however, that in some unique circumstances, accommodations (exceptions) to the dress code based upon either medical or religious justifications are reasonable and appropriate. Parents may submit a request for a medical or religious accommodation, which will be granted if it is reasonable in light of all the facts and circumstances.

UNIFORM BOTTOMS:

All K-8 Students

Pants and Shorts: Navy Blue flat or pleated front with slit pockets on the back. No jean looking pockets (no cargo, carpenter, denim, jeggings, corduroy or sweatpants allowed). Leggings can be worn under skirts or jumpers, but not as pants.

Skirts, Skorts or Jumpers: Navy Blue, Donald's plaid #57, or Land's Ends' *classic navy plaid*. Hemlines for skirts, shorts and skorts must be no higher than 2 inches from the knee caps.

5-8 Students Only

Pants and Shorts: Navy/Tan/Khaki colored flat or pleated front with slit pockets on the back. (no cargo, carpenter, denim, jeggings, corduroy, sweatpants or capris allowed). Leggings can be worn under skirts or jumpers, but not as pants.

Skirts, Skorts or Jumpers: Navy/Tan/Khaki/Donald's plaid #57 or Land's Ends' *classic navy plaid*.

UNIFORM SHIRTS:

Sweatshirts: Sweatshirts may be purchased through Cologne Academy, PAVE, or the school's spirit wear promotions and will be allowed to wear at school.

Sweaters: Uniform Navy blue, light blue or white (no brand name logo/symbol, no patterns.)

Shirts: White, Navy or Light Blue short or long sleeved collared shirts without pockets or logos. Mock or full turtlenecks without logos or crests are also acceptable. Items purchased through CA spirit wear that are ‘uniform allowed’ are permissible.

*No colors other than white, navy blue, or light blue may be visible on or under student’s uniform.

HAIR ACCESSORIES: Navy blue, light blue, white, Donald’s plaid #57, or Land’s Ends’ *classic navy plaid* should be worn.

FOOTWEAR:

Shoes: Students are not allowed to wear flip flops and must wear socks with all footwear.

Socks: Visible sock, leggings, and tights must be solid white or navy, with no visible logos or stripes/patterns/dots.

MAKE-UP:

Make-up that is distracting to students, peers, or staff is not allowed; this includes glitter and/or sparkles.

JEWELRY:

Necklaces: Students are not allowed to wear long or large, bulky necklaces that may hinder in safety or become a distraction from learning.

Bracelets and Watches: Multiple bracelets or watches that distract a student from learning will not be permitted.

HATS:

Students are not allowed to wear hats of any kind in the school building during the school day, unless part of spirit week dress.

NON-UNIFORM DAYS:

Non-Uniform clothing is acceptable on select school days; non-uniform clothing should be clean and in good condition. Slacks or jeans, skirts or dresses, T-shirts and collared shirts, and appropriate footwear are acceptable. Occasionally special events such as school picture day, holidays or special events may dictate non-uniform attire. At these times, recommended attire will be announced in advance.

III. PROCEDURES

- A. When, in the judgment of the administration, a student’s appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications. Parents/guardians will be notified.

- B. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians.
- C. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.