3213 UNIFORM DRESS CODE POLICY

In order to ensure compliance with the Mountainville Academy Uniform Dress Code Policy, parents and students should carefully review all uniform dress code guidelines contained within this policy.

SECTION ONE: PURPOSE

A uniform-style dress code is an important part of the distinctive learning environment families find at Mountainville Academy (MA). When students are dressed in a school uniform, they are more accepting of each other and they focus more on their school work and less on their appearance. Uniforms improve the classroom learning environment; build citizenship and a sense of community; and assist parents and families.

Uniforms improve the classroom learning environment by:

- helping students concentrate on their school work by setting a tone for serious study
- decreasing distractions created by modern fashion and socioeconomic differences
- instilling students with discipline and self-respect

Uniforms build citizenship and a sense of community in children by:

- building self-esteem, self-respect, and school spirit among students by creating the distinction of being part of a group
- maintaining a healthy and positive school image in the community through a clean and neat appearance
- providing a visible and public symbol of commitment to high academic standards and student achievement

Uniforms assist parents and families by:

- simplifying the daily morning school routine
- reducing the cost of school clothing
- decreasing the time requirement of back-to-school shopping

SECTION TWO: ENFORCEMENT

Students and parents at Mountainville Academy agreed to adhere to the school's Uniform Dress Code Policy when they enrolled at the school. In order to attain the desired benefits achieved through the wearing of a uniform-style dress code, consistent enforcement of the Uniform Dress Code Policy is necessary. Enforcement of the Uniform Dress Code Policy is overseen by the School Leader and school staff.

A dress code infraction occurs when a student comes to school out of compliance with the Mountainville Academy Uniform Dress Code Policy. Examples of infractions include, but are not limited to: a student wearing a dress code item selection that does not meet the prescribed code description (e.g., a commercial logo on a navy polo shirt, cargo pockets on khaki pants); failure to wear a required dress code item such as a belt, socks, or tie; not wearing the full dress uniform as

outlined when required by the school; or, any other infraction of the code, such as the wearing of blue jeans.

The school strives to achieve dress code compliance through use of positive reinforcement, but when dress code infractions occur students are subject to established administrative rules. Administrative rules for dress code infractions shall define a system to track dress code infractions, as well as reasonable and appropriate disciplinary consequences to deter frequent and excessive dress code infractions. Additionally, the rules shall include a method to effectively communicate student dress code infractions to parents throughout the process, detail the specific steps that will be taken as the number of dress code infractions escalates, and provide opportunity for the School Leader or his/her designee to participate in parent meetings to educate students and parents regarding how to correct and avoid dress code infractions.

Administrative Rules

- 1) On the first and second infraction, a documented phone call will be made home explaining the infraction and the timeframe for compliance. It will also be made clear that on the third infraction the student will be in in-school suspension until they are in compliance.
- 2) On the third infraction, the student will be in in-school suspension until they are in compliance.

SECTION THREE: POLICY AND REGULATIONS

Statement of Uniform Dress Code Policy: A uniform-style dress code is mandatory at Mountainville Academy and must be adhered to during school hours. *Full dress uniform* is worn every Monday and on other special occasions as communicated by the school. The *regular school uniform* is worn Tuesday through Friday.

The School Leader shall be allowed the discretion to occasionally and reasonably suspend specific uniform dress code requirements (e.g., blue jean day, spirit t-shirt day, crazy hair day, etc.)

When purchasing dress code clothing uniform-style items should always be chosen; trendy cuts/styles and fad looks should be avoided. A description of all approved school uniform dress code clothing options is detailed in Section Four, Approved School Uniform Dress Code Description. All clothing and related dress code items that are not specifically covered in this policy but considered inappropriate or contrary to the stated purpose of the uniform dress code as outlined in the Mountainville Academy Uniform Dress Code Policy are subject to review and interpretation by school administration. It will be left to the discretion of the teacher and/or School Leader to determine whether or not an item in question is compliant with the school's uniform dress code and/or constitutes a distraction to the educational environment of the classroom and school.

Appearance: Students must present a clean, modest, and neat appearance at all times. Shirts must be buttoned and be tucked in. Shoes must be tied or fastened. All clothing must be worn right-side-out. All clothing must be appropriately sized and worn correctly. Pants, shorts, skirts, and

skorts must be worn at the waist; no "low riding" clothing will be allowed. Low rise pants, shorts, skirts, and skorts are not allowed. Pants may not be pegged or rolled up. Layering of white shirts is allowed only for warmth, not fashion. The underneath layer should not be visible at the waistline, must have a crew neck or turtle neck with no lace or other forms of decoration. Clothing shall not be excessively worn or faded. Any clothing that has holes, tears, or rips is prohibited.

Color: All khaki dress code items must be solid dark khaki, not stone. All navy dress code items must be solid dark navy. In order to maintain uniformity of color, all cardinal dress code items must be the school approved solid "cardinal," not various shades of burgundy. Absolutely no red items are acceptable. Approved cardinal uniform items are available through a limited number of local uniform providers and can be identified by specific manufacturer garment labels. School approved cardinal color polos must contain the Dennis Uniform or the A+ garment label; school approved cardinal color sweaters and sweater vests must contain the Dennis Uniform, A+, or the Blueberry garment label. Please see the school website for additional purchasing information. All cardinal dress code selections are optional.

Mountainville Academy Plaid: The only approved plaid for MA is "Marymount." This plaid is also known as 8B and must match the "Marymount" plaid pattern. Please see the school website for additional purchasing information. All plaid dress code selections are optional.

Logos: The official Mountainville Academy logo may be worn (optional) on any approved dress code top. The embroidered school logo may only be purchased through approved vendors. Please see the school website for a list of approved vendors. The Mountainville Academy logo is protected by copyright and may not be reproduced without the express consent of the Mountainville Academy Board of Trustees.

No visible commercial logos or brand markings are allowed on any dress code items, with the exception of shoes.

Grandfather Clause: Dress code items which have been purchased under current dress code guidelines will be appropriate for use for one school year or until they no longer meet the standards of appearance, whichever occurs first.

Modification Process: The School Leader shall monitor uniform dress code implementation and recommend any needed policy or regulation changes to the Governing Board as perceived to be necessary based on developing circumstances. In considering any changes to the Uniform Dress Code Policy, the School Leader and the Governing Board shall consider at least the following elements: quality, cost, availability for purchase, and style.

Uniform Dress Code Exemptions: The School Leader shall be allowed, at any time during the school year, to grant a uniform dress code exemption to a student because of extenuating circumstances. The school will work with families who have extenuating circumstances.

Assistance for Low Income Students: Uniform dress code clothing under this policy may be provided for students whose parents require assistance in obtaining them. Mountainville Academy will provide one free full dress uniform each year to each student whose family income qualifies him or her for the Federal Free Lunch program. Decisions regarding assistance shall be made by the School Leader. Families who feel they may qualify should contact the school for more

information. Families who wish to donate uniform dress code items to the school may do so.

SECTION FOUR: APPROVED SCHOOL UNIFORM DRESS CODE DESCRIPTION

Regular School Uniform Dress Code: The *regular school uniform* is worn Tuesday through Friday. Students may appropriately choose and wear any of the approved uniform dress code items described below as part of the regular school uniform, except the school spirit t-shirt which may be worn on Fridays only or on other occasions as communicated by the school.

Blouse: Solid white only; collared; short, long, or ¾-length sleeves (not sleeveless); cotton fabric, but no t-shirt material; simple, with minimal lace, trim, or adornment Polo shirt: Solid white, solid navy, or solid cardinal; short, long, or ¾-length sleeves (not sleeveless); standard pique or jersey weave fabric; minimal lace, trim, or adornment; navy polo may not be worn with navy bottom Turtle neck: Solid white or solid navy; long sleeves; cotton fabric with no pattern in the knit; no mock turtle necks Cardigan sweater: Solid navy, solid white, or solid cardinal; long sleeve; v-neck or crew neck; button front or zipper; non-distracting weave pattern; no hood; approved uniform top underneath Pullover sweater: Solid navy or solid cardinal; long sleeve; v-neck or crew neck; non-distracting weave pattern; no hood; approved uniform top underneath Sweater vest: Solid navy or solid cardinal; v-neck or crew neck; approved uniform top underneath School Sweatshirt: Solid navy or solid white crew neck or hoodie; must have the MA logo or approved lettering (list of approved vendors available on school website); no visible commercial logos or brand markings; approved uniform top underneath. Hoods are not allowed to be worn on the head inside school buildings. School spirit t-shirt: Color and style as sponsored by the school; may be worn on	MA APPROVED SCHOOL UNIFORM DRESS CODE DESCRIP TION	
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School spirit t-shirt: Color and style as sponsored by the school; may be worn on sponsored by the school; may be worn on		
sponsored by the school; may be worn on sponsored by the school; may be worn on		
Fridays only (optional): may be worn with Fridays only (optional): may be worn with	Fridays only (optional); may be worn with	Fridays only (optional); may be worn with

approved khaki or approved navy bottoms only; may not be worn with plaid bottoms; may not be worn with jumpers; shirt may be worn either untucked or tucked in; belt optional; no sleeve rolling, knotting, or tying allowed; may be worn for multiple years, but must meet the appearance standards for condition and appropriate fit	approved khaki or approved navy bottoms only; shirt may be worn either untucked or tucked in; belt optional; no sleeve rolling, knotting, or tying allowed; may be worn for multiple years, but must meet the appearance standards for condition and appropriate fit
Polartec or micro fleece jacket: Solid navy blue; may be worn with or without the MA embroidered logo; no visible commercial logo or brand marking; approved uniform top underneath. Hoods are not allowed to be worn on the head inside school buildings. Polartec or micro fleece vest: Solid navy blue; no hood; may be worn with or without the MA embroidered logo; no visible commercial logo or brand marking; approved uniform top	Polartec or micro fleece jacket: Solid navy blue; may be worn with or without the MA embroidered logo; no visible commercial logo or brand marking; approved uniform top underneath. Hoods are not allowed to be worn on the head inside school buildings. Polartec or micro fleece vest: Solid navy blue; no hood; may be worn with or without the MA embroidered logo; no visible commercial logo or brand marking; approved uniform top
underneath Pants: Solid dark khaki or solid dark navy; if the pants have belt loops, a belt must be worn; no jeans, colored denim, corduroy, capri pants, cropped pants, cargo pockets, overalls, or identifying brand markings; no contrasting topstitching, large zippers, large buttons, large belt loops, rivets, or ribbons/sashes for adornment	underneath Pants: Solid dark khaki or solid dark navy; if the pants have belt loops, a belt must be worn; no jeans, colored denim, corduroy, cropped pants, cargo pockets, overalls, or identifying brand markings; no contrasting top-stitching, large zippers, large buttons, large belt loops, or rivets
Shorts: Solid dark khaki or solid dark navy; if the shorts have belt loops, a belt must be worn; no shorter than 4 inches above knee cap; no longer than 1 inch below knee cap; no jean, colored denim, or corduroy fabric; no cargo pockets, overalls, or identifying brand markings; no contrasting top-stitching, large zippers, large buttons, large belt loops, rivets, or ribbons/sashes for adornment	Shorts: Solid dark khaki or solid dark navy; if the shorts have belt loops, a belt must be worn; no shorter than 4 inches above knee cap; no longer than 1 inch below knee cap; no jean, colored denim, or corduroy fabric; no cargo pockets, overalls, or identifying brand markings; no contrasting top-stitching, large zippers, large buttons, large belt loops, or rivets
Skirts and jumpers: Solid dark navy, solid dark khaki, or Marymount plaid; hemline no shorter than 2 inches above kneecap; hemlines no longer than 1 inch below knee cap; if item has belt loops, a belt must be worn; no cargo pockets, large zippers, large buttons, large belt loops, or rivets for adornment; moderate size tabs ok; no contrasting top-stitching. Grade 6-9 only approved for mid-calf length skirt.	N/A
Skort : Solid dark navy, solid dark khaki, or Marymount plaid; hemline no shorter than 4	N/A

2 1 1 1 1 201 1 1 1 1	
inches above knee cap; if the skort has belt	
loops, a belt must be worn; no cargo pockets,	
large zippers, large buttons, large belt loops, or	
rivets for adornment; moderate size tabs ok; no	
contrasting top-stitching.	
Belt: Solid black, solid brown, solid navy, or	Belt: Solid black, solid brown, solid navy, or
solid khaki; must be worn with all belt-looped	solid khaki; must be worn with all belt-looped
items; no ribbons or sashes; no large, colored, or	items; no large, colored, or highly decorative
highly decorative belt buckles; no contrasting	belt buckles; no contrasting top stitching, metal
top stitching, metal studs or rivets, zippers, etc.	studs or rivets, zippers, etc.
Cross tie: Solid navy or Marymount plaid only;	N/A
worn with white blouse only; no colored scarves	IVA
allowed with any uniform top	N 14 C 11 1
Necktie: Approved for girls grades 6-9 only;	Necktie: Solid navy or Marymount plaid only;
solid navy or Marymount plaid only; worn with	worn with white dress shirt only
white blouse only	
Bike shorts/leggings: Solid navy, solid black,	N/A
or solid white; must be worn under skirt, skort,	
or jumper (not alone); bike shorts must not show	
below hem; no lace trim on leggings.	
Socks: Solid navy, solid black, solid khaki, or	Socks: Solid navy, solid black, solid khaki, or
solid white only; mandatory for all students.	solid white only; mandatory for all students.
Tights : Solid navy, solid black, or solid white;	N/A
smooth opaque or cable knit; no nylons.	
Footwear: Student choice of comfortable shoes;	Footwear: Student choice of comfortable shoes;
conservative style that is non-distracting to the	conservative style that is non-distracting to the
educational environment; must be closed-toed	educational environment; must be closed-toed
and closed-heeled; heels or soles no higher than	and closed-heeled; heels or soles no higher than
one inch; no lights, charms, characters, or	one inch; no lights, charms, characters, or
wheels; for safety and comfort, athletic shoes	wheels; for safety and comfort, athletic shoes
are required for gym class	are required for gym class
Underclothing; Appropriate underclothing	Underclothing; Appropriate underclothing
mandatory for all students; must not be visible;	mandatory for all students; must not be visible;
optional solid plain white undershirt/cami may	optional solid plain white undershirt may be
T ODDIOHAL SOHO DIAIH WHITE UNGERSHII/CAHU HIAV	
1 2	
be worn under tops (must be tucked in, no	worn under tops (must be tucked in)
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged	
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged to wear bike shorts under skirts and jumpers	worn under tops (must be tucked in)
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged to wear bike shorts under skirts and jumpers Hair accessories: Neutral in color or follow	
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged to wear bike shorts under skirts and jumpers Hair accessories: Neutral in color or follow dress code color scheme, i.e., black, brown,	worn under tops (must be tucked in)
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged to wear bike shorts under skirts and jumpers Hair accessories: Neutral in color or follow dress code color scheme, i.e., black, brown, white, navy, khaki, cardinal, Marymount plaid,	worn under tops (must be tucked in)
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged to wear bike shorts under skirts and jumpers Hair accessories: Neutral in color or follow dress code color scheme, i.e., black, brown, white, navy, khaki, cardinal, Marymount plaid, metallic gold or silver, or tortoiseshell. No red	worn under tops (must be tucked in)
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged to wear bike shorts under skirts and jumpers Hair accessories: Neutral in color or follow dress code color scheme, i.e., black, brown, white, navy, khaki, cardinal, Marymount plaid, metallic gold or silver, or tortoiseshell. No red accessories are allowed. Must be small, simple,	worn under tops (must be tucked in)
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged to wear bike shorts under skirts and jumpers Hair accessories: Neutral in color or follow dress code color scheme, i.e., black, brown, white, navy, khaki, cardinal, Marymount plaid, metallic gold or silver, or tortoiseshell. No red accessories are allowed. Must be small, simple, and non-distracting.	worn under tops (must be tucked in) N/A
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged to wear bike shorts under skirts and jumpers Hair accessories: Neutral in color or follow dress code color scheme, i.e., black, brown, white, navy, khaki, cardinal, Marymount plaid, metallic gold or silver, or tortoiseshell. No red accessories are allowed. Must be small, simple, and non-distracting. Jewelry: Small, simple, and non-distracting to	worn under tops (must be tucked in) N/A Jewelry: Small, simple, and non-distracting
be worn under tops (must be tucked in, no colors, no layering); girls strongly encouraged to wear bike shorts under skirts and jumpers Hair accessories: Neutral in color or follow dress code color scheme, i.e., black, brown, white, navy, khaki, cardinal, Marymount plaid, metallic gold or silver, or tortoiseshell. No red accessories are allowed. Must be small, simple, and non-distracting.	worn under tops (must be tucked in) N/A

pierced jewelry in alternative body parts (e.g.	pierced jewelry in alternative body parts (e.g.
nose, lip, tongue, etc.)	noselip, tongue, etc.)
Cosmetics : Approved for girls grades 6-9 only;	N/A
no heavy makeup or extreme looks; appropriate	
for school and non-distracting; no glitter,	
artificial tattoos, etc.	
Hair: Neat, clean, and combed in appearance;	Hair: Neat, clean, and combed in appearance;
appropriate for school; no extreme hairstyles; no	appropriate for school; no extreme hairstyles; no
irregular/unnatural colors	irregular/unnatural colors
Head Coverings: No hats, scarves, hoods, or	Head Coverings: No hats, scarves, hoods, or
other head coverings inside the school building	other head coverings inside the school building
except those for medical reasons or religious in	except those for medical reasons or religious in
nature (e.g. yarmulke, hijad, etc.); no sunglasses	nature (e.g. yarmulke, hijad, etc.); no sunglasses
inside the building	inside the building
Outerwear: Student choice. No vulgar,	Outerwear: Student choice. No vulgar,
obscene, profane, or controversial language,	obscene, profane, or controversial language,
logos, or pictures. Outerwear worn during	logos, or pictures. Outerwear worn during
outside recess and/or to and from school for	outside recess and/or to and from school for
warmth is not considered a dress code item and	warmth is not considered a dress code item and
may not be worn inside the classroom.	may not be worn inside the classroom.
Backpacks: Student choice. No vulgar,	Backpacks: Student choice. No vulgar,
obscene, profane, or controversial language,	obscene, profane, or controversial language,
logos, or pictures	logos, or pictures

Full Dress Uniform Dress Code: The *full dress uniform* is worn each Monday and on other special occasions as communicated by the school. The chart below outlines the required clothing of the full dress uniform dress code for both girls and boys. Please note that no khaki or cardinal is worn as part of the full dress uniform. A specific description for each dress code item is available in the chart above.

MA FULL DRESS UNIFORM		
GIRLS	BOYS	
Blouse	Dress shirt	
Skirt, skort, or jumper in Marymount plaid or navy (no pants or shorts)	Navy pants or navy dress shorts	
Black, brown, or navy belt (required only for	Black, brown, or navy belt (required only for	
skirts or skorts with belt loops)	pants or shorts with belt loops)	
Tie in Marymount plaid or navy	Tie in Marymount plaid or navy	
Navy, black, or white tights or socks; navy,	Navy, black, or white socks	
black, or white leggings (optional)		
Optional: navy sweater or sweater vest, or	Optional: navy sweater or sweater vest, or	
navy polartec or micro fleece jacket or vest;	navy polartec or micro fleece jacket or vest;	
school logo sweatshirts	school logo sweatshirts	

SECTION FIVE: PHYSICAL EDUCATION UNIFORM DRESS CODE

MA PHYSICAL EDUCATION UNIFORM		
Grades 1-5		
GIRLS	BOYS	
School uniform	School uniform	
Mandatory to wear athletic shoes or shoes	Mandatory to wear athletic shoes or shoes	
appropriate for physical activity for safety	appropriate for physical activity for safety	
and comfort reasons	and comfort reasons	
Bike shorts required under skirts or jumpers		
Grades 6-9		
Students in grades 6-9 must change into a P.E. uniform.		
Mandatory for all students in grades 6-9 P.E. to wear athletic shoes for safety and comfort		
reasons		
Please see rules for the optional P.E. uniform below		
GIRLS	BOYS	
Short sleeve white t-shirt; optional navy	Short sleeve white t-shirt; optional navy	
embroidered MA lion logo (list of approved	embroidered MA lion logo (list of approved	
vendors available on school website); no	vendors available on school website); no	
visible commercial logos, brand markings,	visible commercial logos, brand markings,	
pictures, or lettering.	pictures, or lettering.	
Solid navy shorts; no shorter than mid-thigh;	Solid navy shorts; no shorter than mid-thigh;	
may not extend below knee cap; no visible	may not extend below knee cap; no visible	
commercial logos, brand markings, pictures,	commercial logos, brand markings, pictures,	
or lettering.	or lettering.	

Approved: 08/06 Revised: 08/07 06/08 Revised: Revised: 09/08 Revised: 07/09 Revised: 10/09 03/10 Revised: Revised: 08/10 Revised: 11/12 Revised: 10/14 Revised: 12/14