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| Title:               | Student Dress Code Policy and Procedures                    | Related Policies:   |                         |
| Number:              | 4.4   | Related Procedures: | Dress Code Requirements |
| Status:              | revised   | Adopted:            | 5-20-09                 |
| Owner:               | S. Hanief (Interim Director)<br>S. Allen (Business Manager) | Accounting:         |                         |
| Last Revised:        | 6-20-09   | Legal:              | NCS, FCS                |
| <b>Policy Detail</b> |   |                     |                         |

At Amana Academy, we recognize that there is a strong, positive correlation between appropriate attire, good work habits and good character. Amana Academy believes that a dress code and/or a policy of wearing uniforms will benefit student learning in the following ways:

- When dress and appearance are characterized by cleanliness, neatness, modesty and safety, students generally have a more positive attitude toward themselves and those around them.
- When students look well groomed and with a uniform-look, this gives an outward sign of being a community.
- Uniforms also lessen peer pressure and enhance self-esteem.
- They promote a focus on the development of the “inside” of the students rather than the externals and what the students are wearing.
- Wearing uniforms shows equality of all students by de-emphasizing economic differences.
- Uniforms are practical, durable, and economical.

The dress code details will be published in the Family Handbook and on the Amana website prior to the first day of each school year, and it will be the responsibility of parents and students to ensure compliance with this code. Every effort will be made to accommodate special needs, meaning the school will assist parents who cannot afford the uniform; or another example being that the school will allow deviations from the uniform for personal health or religious reasons and other appropriate reasons.

All students are expected to dress according to the school’s student dress requirement (listed below). Each student is required to own a uniform in good, clean condition and is expected to wear it at all times except on designated “Out of Uniform” days.

Discipline/enforcement measures will be implemented by the administration to ensure the Amana uniform policy is being followed. Any questions that parents may have concerning the appropriate dress of a student may be discussed with the teacher or administrator. When specific clarification is necessary, the Director will make the final determination.

Students at Amana are to dress as follows:

**Dress Code Requirements (2009-2010):**

**Girls**

| <b>Bottoms</b> (logos not required)   |   |
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| Pants   | <p>KHAKI, NAVY</p> <ul style="list-style-type: none"> <li>• Comparable to those available from the uniform vendors.</li> <li>• Must be cotton twill with no outside pockets.</li> <li>• Ankle length, no leg zippers or snaps, no tapered legs, no contrast topstitching.</li> <li>• Cargo and corduroy pants are <u>not</u> permitted.</li> <li>• Must fit correctly, not too loose or too tight.</li> <li>• Belts should be worn if pants have belt loop.</li> <li>• Sweat pants or jeans may not be worn.</li> </ul> |
| Knee-Length Skorts  | <p>KHAKI, NAVY</p> <ul style="list-style-type: none"> <li>• Must be worn to the top of the knee or longer.</li> <li>• Must be cotton twill with no outside pockets.</li> <li>• Cargo and corduroy skorts are <u>not</u> permitted.</li> <li>• No exposed zippers or snaps, no pleats, no contrast topstitching.</li> <li>• Comparable to those available from the uniform vendors.</li> </ul>   |
| Bike Shorts (K-3 <sup>rd</sup> )  | <p>NAVY, WHITE</p> <ul style="list-style-type: none"> <li>• Plain, solid colors only.</li> <li>• To be worn <u>under</u> jumper</li> </ul>  |
| Long Skirt (4 <sup>th</sup> -8 <sup>th</sup> )  | <p>KHAKI, NAVY</p> <ul style="list-style-type: none"> <li>• Must be comparable to those available from the uniform vendors.</li> <li>• Must be cotton twill with no outside pockets, no exposed zippers or snaps, no pleats, no contrast topstitching.</li> <li>• Mid-calf or ankle length only.</li> </ul>   |
| <b>Tops</b> (logo required)   |   |
| <p><i>The Amana logo must be visible at all times on ALL garments listed below.</i></p> <p><i>Amana logos are sold only by French Toast and/or Uniform Depot.</i></p> |   |

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| Blouse                           | <p>WHITE (S/S, L/S, or ¾ sleeve)</p> <ul style="list-style-type: none"> <li>To be worn <u>under</u> the jumper.</li> <li>If shirts are worn under blouses or shirts, they must be plain white, and not hang below top shirt.</li> </ul>  |
| Polo                             | <p>WHITE, GREEN, LT. BLUE (S/S, L/S)</p> <ul style="list-style-type: none"> <li>Sleeves longer than wrist length are unacceptable.</li> <li>If shirts are worn under polos, they must be plain white, and not hang below top shirt.</li> </ul>   |
| Jumper (K-3 <sup>rd</sup> only)  | <p>KHAKI, NAVY</p> <ul style="list-style-type: none"> <li>Must be worn to the top of the knee or longer</li> </ul>   |
| Sweater                          | <p>NAVY</p> <ul style="list-style-type: none"> <li>Sleeves longer than wrist length are unacceptable.</li> <li>Non-logoed sweaters will not be permitted in class.</li> </ul>  |
| Jacket                           | <p>NAVY</p> <ul style="list-style-type: none"> <li>Sleeves longer than wrist length are unacceptable.</li> <li>Non-logoed jackets will not be permitted in class.</li> </ul>   |
| <b>Shoes and Socks</b>           |  |
| Socks                            | <p>WHITE only</p> <ul style="list-style-type: none"> <li>Crew or knee highs socks only.</li> <li>Crew socks must reach above the ankle.</li> <li>No designs, accessories, beads or charms are permitted.</li> </ul>  |
| Tights                           | <p>WHITE, NAVY</p> <ul style="list-style-type: none"> <li>Solid, full-toe only.</li> <li>Patterns, designs, appliqués are not allowed.</li> <li>Ankle-length leggings are not allowed.</li> </ul>  |
| Athletic Shoes (required for PE) | <p>WHITE</p> <ul style="list-style-type: none"> <li>Solid white canvas or leather only.</li> <li>No high tops, beads, patterns, or appliqués allowed.</li> <li>Shoes must be in good, clean condition and must be appropriate for running, jumping, and playing.</li> <li>Shoes must always be worn with socks that reach above the ankle (or tights.)</li> <li>Shoes must have a back (no clogs), and no open-toed sneakers or platforms are allowed.</li> <li>Heels should not exceed 1".</li> </ul> |
| Dress Shoes                      | <p>BLACK, NAVY, BROWN</p> <ul style="list-style-type: none"> <li>Heels should not exceed 1".</li> <li>Heel/toe covering required.</li> <li>Shoes must have a back (no clogs), and no open-toed sandals or platforms are allowed.</li> <li>Approved styles include Mary Janes, Penny Loafers, Oxfords, etc.</li> </ul>  |

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|  | <ul style="list-style-type: none"> <li>Recommended vendors: Target, Sears, JC Penny and Uniform Depot.</li> </ul>  |
| <b>Make-Up and Accessories</b>   |  |
| <i>Please note: Anything that is a distraction to learning (i.e. nail polish, hair styles and accessories) is not permitted and will be dealt with on an individual basis.</i> |  |
| Belts  | <ul style="list-style-type: none"> <li>Must be worn with pants/shorts that have belt loops.</li> <li>Plain black, navy or brown are the only belt colors permitted.</li> </ul>   |
| Hats/Head Accessories/Hair   | <ul style="list-style-type: none"> <li>Hats, bandanas and ball caps may not be worn indoors.</li> <li>All other head coverings must conform to the following color and safety requirements – solid navy or solid white, with no patterns or accessories, no pins and must not hang down below the chest.</li> <li>Girls are not permitted to wear chopsticks, knitting needles or hair pins to put their hair up.</li> <li>Headbands and hair ornaments are permitted in school colors only (lt. blue, white and hunter green).</li> </ul> |
| Jewelry  | <ul style="list-style-type: none"> <li>For safety reasons, “choker” style necklaces are <i>NOT</i> allowed.</li> <li>All necklaces, rings, wrist watches, and bracelets should be simple enough not to distract from the learning.</li> <li>Due to safety considerations, only stud earrings are permitted at school. This includes out-of-uniform days as well.</li> <li>Sunglasses are for outside use only.</li> </ul>  |
| Make-Up  | <ul style="list-style-type: none"> <li>No make-up is allowed in grades K-3. Grades 4-8, neutral colors only.</li> <li>Girls may wear nail polish, clear or light colored only.</li> <li>No nail polish containers may be brought to school.</li> <li>Due to student/staff member allergies, scented lotion, deodorant, or perfume is not allowed.</li> </ul>   |

### Boys

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| <b>Bottoms</b> (logos not required) |  |
| Pants                               | <p>KHAKI, NAVY</p> <ul style="list-style-type: none"> <li>Comparable to those available from the uniform vendors.</li> </ul> |

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|   | <ul style="list-style-type: none"> <li>• Must be cotton twill with no outside pockets.</li> <li>• Ankle length, no leg zippers or snaps, no tapered legs, no contrast topstitching.</li> <li>• Cargo and corduroy pants are <u>not</u> permitted.</li> <li>• Must fit correctly, not too loose or too tight.</li> <li>• Belts should be worn if pants have belt loop.</li> <li>• Sweat pants or jeans may not be worn.</li> </ul>  |
| Knee-Length Shorts  | <p>KHAKI, NAVY (knee-length)</p> <ul style="list-style-type: none"> <li>• Must be worn to the top of the knee of longer.</li> <li>• Comparable to those available from the uniform vendors.</li> <li>• Must be cotton twill with no outside pockets.</li> <li>• No leg zippers or snaps, no tapered legs, no contrast topstitching.</li> <li>• Cargo and corduroy shorts are <u>not</u> permitted.</li> <li>• Must fit correctly, not too loose or too tight.</li> <li>• Belts should be worn if shorts have belt loop.</li> </ul> |
| <b>Tops (logo required)</b>   |  |
| <p><i>The Amana logo must be visible at all times on ALL garments listed below.</i></p> <p><i>Amana logos are sold only by French Toast and/or Uniform Depot.</i></p> |  |
| Polo  | <p>WHITE, GREEN, LT BLUE (S/S, L/S)</p> <ul style="list-style-type: none"> <li>• Sleeves longer than wrist length are unacceptable.</li> <li>• If shirts are worn under polos, they must be plain white, and not hang below top shirt.</li> </ul>  |
| Sweater   | <p>NAVY</p> <ul style="list-style-type: none"> <li>• Sleeves longer than wrist length are not permitted.</li> <li>• Non-logoed sweaters will not be permitted in class.</li> </ul>   |
| Jacket  | <p>NAVY</p> <ul style="list-style-type: none"> <li>• Sleeves longer than wrist length are unacceptable.</li> <li>• Non-logoed jackets will not be permitted in class.</li> </ul>   |
| <b>Shoes and Socks</b>  |  |
| Socks   | <p>WHITE, NAVY or BLACK</p> <ul style="list-style-type: none"> <li>• Crew socks only.</li> <li>• Solid colors only, no patterns, accessories or appliqués.</li> <li>• Crew socks must reach above the ankle.</li> </ul>  |
| Athletic Shoes (required for PE)  | <p>WHITE</p> <ul style="list-style-type: none"> <li>• Solid white canvas or leather only.</li> <li>• No high tops, beads, patterns, or appliqués allowed.</li> <li>• Shoes must be in good, clean condition and must be appropriate for running, jumping, and playing.</li> <li>• Shoes must always be worn with socks that reach</li> </ul>   |

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|  | <p>above the ankle (or tights.)</p> <ul style="list-style-type: none"> <li>• Shoes must have a back (no clogs), and no open-toed sneakers or platforms are allowed.</li> <li>• Heels should not exceed 1".</li> </ul>   |
| Dress Shoes  | <p>BLACK, BROWN</p> <ul style="list-style-type: none"> <li>• Heels should not exceed 1".</li> <li>• Shoes must have a back (no clogs), and no open-toed sandals or platforms are allowed.</li> <li>• No hiking boots, patterns, or appliqués allowed.</li> <li>• Approved styles include Penny Loafers, Oxfords, etc.</li> <li>• Recommended vendors: Target, Sears, JC Penny and Uniform Depot.</li> </ul> |
| <b>Make-Up and Accessories</b>   |   |
| <i>Please note: Anything that is a distraction to learning (i.e. nail polish, hair styles and accessories) is not permitted and will be dealt with on an individual basis.</i> |   |
| Belts  | <ul style="list-style-type: none"> <li>• Must be worn with pants/shorts that have belt loops.</li> <li>• Plain black, navy or brown are the only belt colors permitted.</li> </ul>  |
| Hats/Head Accessories/Hair   | <ul style="list-style-type: none"> <li>• Hats, bandanas and ball caps may not be worn indoors.</li> <li>• All other head coverings must conform to the following color and safety requirements – solid navy or solid white, with no patterns or accessories, no pins and must not hang down below the chest.</li> </ul>   |
| Jewelry/Body Art   | <ul style="list-style-type: none"> <li>• All necklaces, rings, wrist watches, and bracelets should be simple enough not to distract from the learning.</li> <li>• Ear piercing is for girls only. No tattoos or piercings are allowed on other body parts.</li> <li>• Sunglasses are for outside use only.</li> </ul>   |
| Cologne/Scents   | <ul style="list-style-type: none"> <li>• Due to student/staff member allergies, scented lotion, deodorant, or perfume is not allowed.</li> </ul>  |

## **PE Uniform Policy (Boys and Girls 6<sup>th</sup>-8<sup>th</sup>) – optional**

*PE attire is optional for students in grades 6-8. Middle school students have the option of changing out for PE, however, PE attire must conform to the following standards.*

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| Official Amana PE T-shirt (logo required) | <p>LIGHT GREY (L/S, S/S)</p> <ul style="list-style-type: none"> <li>• Must be purchased from Uniform Depot only.</li> </ul> |
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|                            | <ul style="list-style-type: none"> <li>• Sleeves longer than wrist length are unacceptable.</li> <li>• Non-logoed PE t-shirts are not be permitted.</li> <li>• Students must change out for PE; PE t-shirt may not be worn on campus other than for PE.</li> </ul>  |
| Sweatshirt (logo required) | <p>NAVY</p> <ul style="list-style-type: none"> <li>• Must be purchased from Uniform Depot only.</li> <li>• Sleeves longer than wrist length are unacceptable.</li> <li>• Non-logoed PE t-sweatshirts are not be permitted.</li> <li>• Students must change out for PE; PE t-shirt may not be worn on campus other than for PE.</li> </ul>   |
| Athletic Shorts            | <p>NAVY</p> <ul style="list-style-type: none"> <li>• Must be worn to the top of the knee or longer.</li> <li>• Comparable to those available from the uniform vendors.</li> <li>• Must be mesh/nylon fabric with no outside pockets.</li> <li>• No zippers or snaps, no patterns, no appliqués, no contrast topstitching.</li> <li>• Must fit correctly, not too loose or too tight.</li> </ul> |
| Athletic Pants             | <p>NAVY</p> <ul style="list-style-type: none"> <li>• Comparable to those available from the uniform vendors.</li> <li>• Must be mesh/nylon, cotton blend fabric with no outside pockets. Leggings are <u>not</u> permitted.</li> <li>• No zippers or snaps, no patterns, no appliqués, no contrast topstitching.</li> <li>• Must fit correctly, not too loose or too tight.</li> </ul>          |

**Out-of-Uniform Guidelines:**

Out-of-uniform days are allowed on specific days during the academic year. On out-of-uniform days students are expected to be dressed appropriately and modestly.

- 1 Clothing must be clean and pants should be free of rips and tears.
- 2 Skirts and/or shorts must be worn no shorter than the top of knee.
- 3 Students are not allowed to wear tank tops, spaghetti strap tops, strapless tops, halter tops, mesh or see-through tops, beach shoes, flip-flops, backless shoes, sports sandals, short shorts, t-shirts/shirts which display advertisements for alcohol, cigarettes, or that uses inappropriate language.
- 4 The students' shoes on an out of uniform day must comply with the guidelines

stated in the Amana Family Handbook. The heels of the shoes should not exceed 1 inch.

- 5 If a student has physical education on an out of uniform day, they must have shoes appropriate for the class.
- 6 Students are not allowed to wear hats indoors during the school day.