



Palm Lane Elementary Charter School

DRESS CODE POLICY

Palm Lane Elementary Charter School is a school of Choice. In order to facilitate and maintain an effective, healthy and safe learning environment, the administration, staff and parents of PLCS have developed this Dress Code Policy ("Policy"). We believe that a Student's behavior and attitude are related to his/her appearance. The purpose of this Policy is to prepare students for the business world, prevent distractions in class and on campus, and minimize the potential for competition between students. It is our desire to foster good grooming and good judgment as well as make all our Students feel that they are equally important as individual people and not by what brand of clothing they wear. **This policy is mandatory for all Students and no exceptions will be made.** All Students are required to wear the school uniform each and every day, as stated in the dress code policy, unless otherwise informed. All students are expected to wear clothes that comply with this Policy to school each day, and on field trips, and are subject to the enforcement provisions of this Policy below. This Policy and the school's dress code is an important part of our students' education, and is part of our *Student/Parent Handbook*.

It is sometimes difficult to make sure that pants, shirts, socks, etc. are washed and ready all the time; however, the uniform policy was agreed upon and accepted at the time you chose to enroll your Student at **PLCS**. Therefore, you need to be aware that there are **no exceptions** for incorrect uniform pieces. Students need to be reminded of their responsibility to wear proper clothing and parents/guardians need to be aware that the uniform policy **will be enforced**.

This Policy has been adopted by the Board of Directors in compliance with the provisions of Article IX, section 5 of the California Constitution, and Assembly Bill 1575 (effective January 1, 2013), which prohibit the charging of any student fees for participation in an educational activity at a public school.

The school will make available appropriate resources to assist any student who cannot afford a uniform that complies with the school's uniform policy.

UNIFORM DRESS CODE

All clothing must fit appropriately and be conservative and modest. Excessively tight-fitting or loose-fitting items are not allowed. All items must match the color and descriptions listed below for each area of the dress code.

REGULAR DAY DRESS CODE	
PANTS	
Color:	Solid Navy Blue, Khaki.
Description:	Twill material only. Sweatpants, joggers, corduroy, pajamas and denim are not allowed. Rivets are not permitted. Pants must be straight leg, slacks or trousers and have standard 4-pockets (two in front and two in back). Pants and shorts must be worn appropriately at the waist, be of appropriate size. All hems must be finished straight with no cuffs or rolls. Shorts must be worn under skirts. Waistline must be worn at the waistline. Hems must fall at or above shoe, they may not drag on the

	ground.
SKORTS/SKIRTS/SHORTS	
Color:	Solid Navy Blue, Khaki
Description:	Basketball shorts are not permitted. Shorts may not be shorter than mid-thigh or extend more than two (2) inches below the knee from standing position. Must not be shorter than two (2) inches below student's fingertips when standing with hands at your sides. All hems must be finished straight with no cuffs or rolls. Shorts must be worn under skirts. Waistline must be worn at the waistline.
POLO SHIRTS	
Color:	Navy Blue, Light Blue, White
Description:	Polo shirts solid color, 2-4 buttoned, short or long-sleeved. Long sleeve shirts are not to be worn under short-sleeve polo shirts. Shirts must be buttoned at least to the second from the top button and fit appropriately. Shirts must be tucked in at all times. A properly tucked shirt will allow the entire belt to be visible without lifting shirt or arms. On non-assembly days, oxford shirts and blouses may be worn with or without ties. Ties may not be worn with polo shirts.
SWEATERS	
Color:	Navy blue or black solid color
Description:	No lettering, logos, printing or patterns. Item must be fitted to size, not too tight and not baggy. Only cardigans, pullover sweaters, and sweater vests are allowed.
WINDBREAKERS, COLLARED ZIP-UP SWEATSHIRTS, BLAZERS, AND PEA COATS	
Color:	Navy blue or black
Types:	Nylon windbreakers, collared zip-up sweatshirts, blazers, and pea coats are permitted.
Description:	The types and colors listed above may be worn inside and outside the classroom. All described items must be clean, neat, and well fitted. Hoodie and pullover sweatshirts are not considered "pullover sweaters" or jackets regardless of the logo and are not part of the dress code, even if PLCS related, and should be reserved for wear during after school activities. For the purpose of this section, a sweatshirt is any outerwear made of sweatshirt material traditionally designed for outerwear.
COATS AND RAINCOATS	
Color:	Any color
Description:	Coats and raincoats must be clean, neat, and well fitted. If the coat is a color other than navy blue or black, they must be removed upon entering the classroom. Solid red and white coats may also be worn inside the classroom when the temperature outside is 50 degrees and below. Trench coats may not be worn at school.
BELTS	
Color:	Brown or Black, no lettering
Description:	Canvas or leather belts are permitted, no wider than one (1) inch, without logos, designs, or patterns, and with a standard plain buckle.
SOCKS AND TIGHTS	
Color:	White, Solid blue, or black
Description:	Socks must be knee-length or below; cable knit socks are allowed. Sheer knee-high socks are not permitted. Cable knit tights are allowed. No pattern of any kind on tights. Tights may only be worn with jumpers or skirts.
SHOES AND LACES	
Color:	Black, brown, navy blue, or white
Description:	Canvas or leather with rubber soles and minimal company logos are permitted. Shoes must cover the entire foot for safety reasons. Heeled boots are not permitted. Students may also wear dress shoes, such as "Mary Janes" or oxfords (same colors listed above). Rain boots are permitted on rainy days only. Boots may be no higher than mid-calf. Slippers, flip flops or open toe sandals are not

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Periodically, PLCS will allow students “Free Dress” days. During this time, Students are permitted to wear clothes that are not part of the PLCS uniform. During Free Dress days, students must still adhere to the Regular Day dress code’s General Requirements and prohibited clothing. All items of clothing worn must be neat and clean, free of rips, holes or tears. Leggings and jeggings are not permitted. Halter tops, Tube tops, Tops with straps less than 1” wide, Tank tops, low cut, see-through tops of any kind, and bare midriff shirts are not permitted. Shorts must be no shorter than mid-thigh and no longer than the knee in length. White or black undershirts worn without overshirts are not permitted. Strapless or off-the-shoulder apparel are not permitted. Skirts may be no shorter than 3 inches all the way around. Jackets or cover-ups to conceal clothing that reveal brassiers, brassier type undergarments or middrifts are not permitted. Lettering of any kind on any piece of clothing is not permitted. No open toed shoes, sandals, heels over ½ an inch, or boots are allowed due to safety concerns.

FREE DAY DRESS CODE	
PANTS/SKORTS/JUMPERS	
Color:	Solid Navy Blue or jeans
Description:	Same description for pants, skorts, and jumpers as described in “Regular Day Dress Code”.
SHIRTS	
Color:	Any Solid Color
Description:	Peter Pan collar dress blouse or oxford-style shirts, short or long-sleeved. Same description for pants, skorts, and jumpers as described in “Regular Day Dress Code”.
TIES	
Color:	Navy Blue, Light Blue
Description:	Crossover ties, banded ties, or neckties of appropriate length
SWEATERS/COATS	
Color:	Navy blue
Description:	Solid navy blue cardigans, pullover sweaters, sweater vests, blazers, and coats are allowed. Same description for pants, skorts, and jumpers as described in “Regular Day Dress Code”.
SHOES	
Description:	All options listed in the “Regular Day Dress Code”.

GENERAL REQUIREMENTS

Hair: Must be neat, clean, and out of the eyes. Students may not wear spiked hair, faux hawk or Mohawk cuts. Students may have tastefully colored hair in one natural shade (black, brown, auburn, blonde and natural red hair color) and natural colored highlights. For the purpose of this policy, rainbow colors are not considered natural hair colors. It is encouraged that hair accessories be navy blue, light blue, white or natural hair colors.

Skin: Clean with no visible body piercings or tattoos, other than ear piercings. When applicable, faces are to be clean-shaven without sideburns below the middle of the ear.

Jewelry/Accessories/Piercings: All jewelry must be conservative, minimal, appropriate for school, and safe. Students may wear up to two stud earrings on each earlobe, up to ½ inch below the ear; one (1) necklace, one (1) bracelet on each arm, and one (1) watch. Hoop earrings are not allowed due to safety concerns. Gauge earrings, cartilage or any other piercing other than

ear, ear cuffs, and more than two pairs of stud earrings, are not permitted. Only prescription glasses are permitted. **Students will be asked to remove any jewelry that does not fit these requirements.**

Backpacks: Must be appropriately proportioned to student's size. No wheeling or rolling backpacks. No lettering other than company name.

Makeup, Hair and Nails:

Students may not wear any makeup or nail polish.

Hairspray, aerosol hair products of any kind, perfume, body spray or spray on deodorant is not permitted.

Hats and Scarves: Baseball caps, bandanas or sweatshirt hoods are not permitted. Knit hats for cold weather may be worn. However, knit hats must be one solid color (royal blue or sun gold) with no visible logos, clean, and neat. All hats with a bill must be worn with the bill facing forward. All hats must be removed upon entering the classroom. Scarves are permitted and must be solid white, royal blue or sun gold and must be removed upon entering the classroom.

P.E. Wear: Students must wear appropriate and safe athletic shoes during P.E. for safety reasons.

Identification: Student name must be written on all items of removable clothing. Abandoned clothing not claimed within one-weeks' time will be donated to local charities.

MISCELLANEOUS:

Underclothes: No article of underclothing is to ever be visible while at school or while representing PLCS at a remote location. Only a plain white tee shirt that is visible at the neck is allowed.

Blankets: Blankets are not considered clothing for the purposes of the dress code and may not be brought to school for cold weather wear due to safety and health concerns.

Dress code items may be purchased from any source. Walmart, J.C. Penny's, Old Navy and Target have items which comply. PLCS also sells "school spirit wear", including t-shirts, polo shirts, sweatshirts and zipper hoodies.

ENFORCEMENT

If a student arrives at school in nonconforming clothing, the student will be sent to the office and the parent will be contacted and is expected to bring the student conforming clothing. If the parent cannot provide conforming clothing, the student will be provided with conforming clothing by the school that must be worn for the day. In addition, students may not alter their conforming clothing at any time that violates this Policy.

Such violations will be considered defiance and the consequences are as follows:

For the first offense, the student will be sent to the office and the parent will be notified of his/her violation. A written warning is given to the student to make sure to review and follow this Policy. The student must adjust their clothing to comply with this Policy prior to returning to the classroom.

For all subsequent offenses, the student will be sent to the office and the parent will be notified of his/her habitual defiance. The student will be assigned detention. The student must adjust their clothing to comply with this Policy prior to returning to the classroom.

As applicable, students whose violations of this Policy continue to be habitual, further discipline will be administered which could include suspension and/or expulsion.

PLEASE NOTE: In any and all cases concerning interpretation of this Policy, the school administration reserves the absolute right to determine what constitutes proper compliance.

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Students or parents requesting an exemption from any provision of this Policy for religious or other reasons should contact School Administration directly to request the exemption.

Exemption Procedure:

Any parent or guardian who chooses to exempt a student from this Policy must comply with the following procedure:

- A. The parent or guardian must submit a written request for exemption to the Principal that includes a description of the basis for the claim as well as documentation supporting the basis for the claim. This written exemption will remain confidential and on file for the duration of the school year.
- B. Documentation must include but is not necessarily limited to such evidence as a doctor's note for claims of exemption that are based on medical reasons, a letter from a religious official for claims based on religious reasons, or letters from a tribal council or other authenticating agency for claims based on cultural reasons.

- C. All exemption requests must be made within the first 30 days of each school year and will be handled on an annual basis, and thus must be requested annually. Except in the case of a transfer student who enrolls after the first 30 days of school, they will be given 30 days from their official enrollment date to submit an exemption request.

Pursuant California Education Code 35183, No student shall be sent home from school or denied attendance to school, or penalized academically or otherwise discriminated against or barred attendance from school, for arriving at school in clothing that does not comply with this Policy.