



# EARLY LIGHT ACADEMY

## **Dress Code Administrative Procedures**

These procedures are established in accordance with the Dress Code Policy adopted by the School's Board of Directors.

Early Light Academy has adopted the following dress standards for all students during school hours. All clothing must be unadorned, clean, in good condition, and sized appropriately.

Collared shirts paired with dress code bottoms are standard student dress Monday through Thursday in the approved colors below, according to our school's style guide. School spirit dress is allowed, as specified, on early release days; Spirit attire can be mixed and matched with standard student dress on all early release days.

### **Corrective Action**

Corrective action may be taken if Dress Code procedures are not adhered to by students. Attempts should not be made to conceal or cover up any dress code violations.

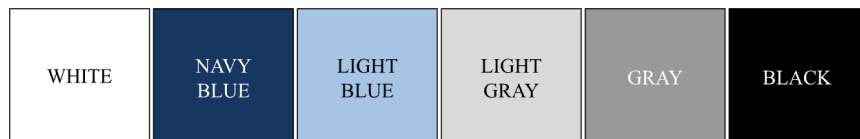
Corrective action steps for violating the Dress Code: (Violations will be noted and tracked.)

- **1st Violation** – Parent communication, change of clothes requested
- **2nd Violation** – Parent communication, change of clothes required
- **3rd Violation** – Parent communication, change of clothes required, Lunch detention
- **4th Violation** – Parent communication, change of clothes required, corrective action may include in or out of school suspension.
  - ✓ Continued violations of school policies may lead to expulsion.

### **Tops**

#### **Colors**

- Approved solid colors: white, navy blue, light blue, light gray, gray and black.
- Tan cannot be worn on top, unless it is part of a dress or jumper.
- Blue must be navy or light/baby blue.
- Heathering (intermixed dark and light threads) permitted only on gray tops.



## Styles

- Must have a collar-- turtlenecks and any variety of mock necks are prohibited
- Must be appropriate in fit and length; Shirts must be long enough to be tucked in, and stay tucked in, but are not required to be tucked.
- May be long or short sleeved.
- Layering with a solid undershirt of any color is permitted but the outer shirt must be collared and buttoned.
- Button-up shirts must be buttoned at least 3/4 of the way.
- School logo on a regular polo shirt is optional.
- Solid sweaters, vests, and sweatshirts in the approved colors are acceptable as layers over **a collared dress code shirt**. Sweaters/sweatshirts may have hoods. Hoods must be worn down when inside the building.
- Sweatshirts purchased through PEAK are allowed on standard dress code days, but must have a solid dress code collared shirt underneath.



## Never Allowed

The following items are **NEVER** allowed as tops, unless explicitly specified. The Director may, from time to time, authorize other types of clothing and/or accessories to be allowed on a particular school day (i.e. during Spirit Week, Day in History, and other atypical school days). Guidelines will be articulated in advance for any optional, atypical dress days.

- Holes, rips, and tears whether manufactured or due to wear.
- Faded color (for example, black should be true black and not faded or washed out). Color deviations from the intended approved colors (i.e. no royal blue, teal, turquoise, cream, off-white, or neon hues of any color).
- Sleeveless tops of any kind, halter-tops, midriff shirts, or shirts with plunging necklines.
- Offensive or vulgar language, designs, images, or clothing that contains inflammatory political statements, messages, or images.
- Advertisement of drugs, alcohol, tobacco, acts of violence, or lawlessness.
- Leather, vinyl, and/or nylon fabrics.
- Visible underclothing.
- Gang related items and colors, as well as torn, cut off, and sheer clothing, will not be permitted at school.
- Non-ELA wording, graphics, or designs with the exception of the official school logo, unless otherwise specified below are only allowed on dress down days.

## Bottoms

### Colors

- Approved solid colors: white, navy blue, tan, and black
- Black must be true black and not faded or washed out.
- One-piece dresses with a collar are approved in all bottom colors as well as the light blue color that is approved for dress code tops.



### Styles

- May have a plain or pleated front
- Bottom options are pants, shorts, capris, skirts, jumpers, or one-piece dresses. Bottoms must be at least mid thigh in length when standing naturally.
- Jumpers must be worn with a collared shirt underneath in approved dress code colors for tops
- Leggings may be worn under skirts or dresses.



### Never Allowed

The following items are **NEVER** allowed as bottoms, unless explicitly specified. The Director may, from time to time, authorize other types of clothing and/or accessories to be allowed on a particular school day (i.e. during Spirit Week, Day in History, and other atypical school days). Guidelines will be articulated in advance for any optional, atypical dress days.

- Holes, rips, and tears whether manufactured or due to wear.
- Faded color (for example, black should be true black and not faded or washed out). Color deviations from the intended approved colors (i.e. no royal blue, teal, or turquoise).
- Offensive or vulgar language, designs, images, or clothing that contains inflammatory political statements, messages, or images.
- Advertisement of drugs, alcohol, tobacco, acts of violence, or lawlessness.
- Leather, vinyl, and/or nylon fabrics.
- Bottoms that could be considered yoga pants, leggings, or sweats outside of PE classes.

- Sweats are not allowed other than on dress down days. Sweats are not allowed on spirit dress days.
- Leggings as pants. Leggings are allowed under uniform bottoms.
- Visible underclothing.
- Bottoms that sit lower than the top of the hip bone.
- Gang related items and colors, as well as torn, cut off, and sheer clothing, will not be permitted at school.
- Non-ELA wording, graphics, or designs, with the exception of the official school logo, are only allowed on dress down days.

## Shoes

### Styles

- Shoes appropriate for the day's activities must be worn at all times.
- Shoes must have closed toes.

### Never Allowed

- Inappropriate shoes, including but not limited to: sandals, slippers, flip-flops, as well as shoes with wheels, open toes, and high-heels.
- Crocs or similar foam clog-style shoes are not allowed for students in kindergarten through 6th grade. Costume shoes are not appropriate shoes for school.

## Accessories

### Styles

- Socks, tights, and leggings may be solid or patterned.

### Never Allowed

The following items are **NEVER** allowed as accessories, unless explicitly specified. The Director may, from time to time, authorize other types of clothing and/or accessories to be allowed on a particular school day (i.e. during Spirit Week, Day in History, and other atypical school days). Guidelines will be articulated in advance for any optional atypical dress days.

- Adornments (including on the face), such as gems, glitter, etc.
- Extreme or distracting accessories, makeup, hairstyles, belts, and jewelry, including gauges and plugs.
- Head coverings except when worn for religious or cultural purposes.
- Non health related masks
- Gang related items and colors, as well as torn, cut off, and sheer clothing, will not be permitted at school.
- Non-ELA wording, graphics, or designs, with the exception of the official school logo, unless otherwise specified below, are only allowed on dress down days.

## **Outerwear**

- Includes backpacks, hats, sunglasses, and non-dress code attire.
- May be worn to and from school and during recess.
- Sweaters and sweatshirts worn in class must follow school dress rules.
- Outerwear, such as non-dress code sweatshirts and sweaters, must be removed before class begins.

## **Jr. High Physical Education Uniform**

- Gym clothes will be required for Jr. High athletic classes and activities during school hours.
- Athletic bottoms are required. They must be in specified dress code colors and length.
- An athletic shirt will be provided by the school and must be worn during physical education activities. Shirts cannot be modified in any way.
- Tennis or athletic shoes are required.

## **School Spirit Dress Day**

On early out days, including all Fridays and other early release days, as specified annually on the school calendar, school spirit wear is allowed and is defined as the following:

- Any ELA branded T-shirt or sweatshirt, which include tops from school-sponsored clubs, sports, classroom T-shirts, or activities.
- Dress code bottoms or blue jeans (no holes, rips, or tears).
- Official ELA Style Guide branding is required when using the official school logo and/or mascot.

## **School Dress Down Day**

The school has a dress down day each month. On those days, students are invited to wear casual attire that is not normally allowed during the month. All clothing worn on dress down days must be school appropriate and adhere to school dress code guidelines. Clothing with inappropriate styles and designs, pajamas, costumes, or other similar type clothing (such as those listed in the “Never Allowed” sections) are prohibited.

## **Other Dress Code Guidelines and Information**

Dress code items may be purchased at any location, as long as they meet the criteria and colors described in this policy.

Fall school pictures are always in standard student dress code attire for yearbooks and class pictures. For Spring pictures, students are able to “dress down” and must follow our standard dress down guidelines.

## **ELA Volunteer Dress Guidelines**

In addition to a student dress code, ELA requests volunteers dress appropriately. Volunteers are encouraged to dress business casual, and underclothing should not be visible.