

Appendix III

Dress Code Policy

At WCA, we take teaching & learning very seriously and we believe that the way a student dresses will directly impact their attitude toward learning. Therefore, we ask both parents and students to adopt a cooperative attitude in adhering not only to the letter, but also the spirit of our policies on dress. Students are required to wear a uniform every day, unless specific instructions are given. Uniforms may be purchased at local department stores but **ALL TOPS MUST BE EMBROIDERED WITH THE WCA LOGO.**

Embroidery will ONLY be available through two options. See next page for detailed instructions. Sheffield's Sports Shop is our official WCA casual wear provider for school tees.

Tops

- Uniform tops must be collared/polo in style. Shirt colors include white, navy blue, gray, and black and should be embroidered with the school logo.
- Shirts must be tucked in with a belt at all times (4th-12th grade students only).
- School tees may be worn on Fridays ONLY with denim bottoms or navy, khaki or black uniform shorts/pants (not athletic jersey shorts/pants).

Bottoms (Boys)

- Navy, khaki, and black uniform shorts or pants may be worn.
- This does **NOT** include athletic jersey-type shorts and pants.

Bottoms (Girls)

- Choices for bottoms include navy, khaki, and black in the following options:
 - o Shorts (no athletic shorts), skorts, skirts, jumpers/dresses or uniform style slacks.
- The length of bottoms **MUST** be no shorter than three inches above the top of the knee.
- Leggings and yoga pants are **NOT** considered uniform bottoms and are **NOT ALLOWED unless they are solid school colors (blue, black, gray, or white) and worn under a skirt or dress.**
- Athletic shorts worn during dress down must be no shorter than 3 inches above the top of the knee.

Shoes

● Footwear Guidelines:

Flip-flops that appear overly casual, worn-out, or inappropriate for a school setting (e.g., rubber beach-style flip-flops) are **not permitted** with school uniform attire. However, neat, stylish, or dressier flip-flop-style sandals that complement the uniform **may be acceptable**, at the discretion of school administration. While **open-toe and heeled shoes** are permitted, students who choose to wear them do so at their own risk. The school is **not liable for any injuries** resulting from wearing open-toe or heeled footwear during school hours or school-related activities. ***Students in PreK-8th grade must wear tennis shoes on Tuesdays and Thursdays for PE class.***

Outerwear

- *All outerwear (including jackets, pull-over fleece, and sweatshirts) must be **SOLID WCA colors** (navy blue, gray, white, or black). Outerwear can be purchased at the place of your choice but **MUST** have a WCA school logo.*

Out of Dress Code Guidelines

- Personal attire should remain modest.
- No tight or form-fitting clothing should be worn.
- No midriff should be showing.
- No inappropriate slogans or pictures shall be permitted on any clothing.

General Appearance

- Girls may have piercings in the ears only.
- Boys are not allowed to wear earrings or other body piercings.
- Excessive makeup and jewelry is not allowed. Boys are not allowed to wear makeup.
- No artificial or extremely contrasted hair coloring contrary to natural hair color is allowed.
- Girls' hair must be kept out of the eyes.
- Boys' hair is to be worn/cut off the collar, the eyebrows, and off the ears.
- No tattoos (temporary or permanent) are acceptable.

The administration reserves the right to ask students to refrain from wearing items that have developed inappropriate meanings or are distracting in nature.

1. "THREE LADIES & A BOBBIN" EMBROIDERY COMPANY You may choose to purchase black, gray, white, and/or navy blue polo shirts and outerwear at department stores such as Target, Walmart, Old Navy, etc. Uniform items can then be dropped off at WCA on the dates listed below. Payment can be made to "Three Ladies & Bobbin" using the venmo app, cash, or check. Each embroidered item is \$8.00.

2. LANDS (landsend.com) You may visit landsend.com and create an account for your student. This is another option for purchasing all uniforms and outerwear. The school code for uniform purchase is 900164823, or you may search by the school name.

Dress Code Violation Policy

Students whose attire is in question regarding adherence to the dress code will be directed to the front office for review.

- **First violation:** The visit will be documented, and a message will be sent from the front office to the parent via Infinite Campus or phone to inform them of the warning.
- **Second violation:** Students will lose ten minutes of recess time (PreK-5th) or a writing assignment will be issued (6th-12th). Parents will be notified via Infinite Campus about the consequence that has been issued.
- **Third violation:** A parent will be asked to pick up their child for the remainder of the school day or bring appropriate attire. Students who drive must check out or return with proper attire.
 - **Absences:** *Students will be marked absent for any classes they miss should they need to leave the school due to being out of dress code.*

Please also be aware that students who miss class time due to being out of dress code *may or may not* be able to make up missed work. This will be evaluated on a case-by-case basis, as each teacher's schedule and method of instruction may vary. Some lessons or activities may be difficult to replicate, so it's important that students adhere to the dress code to avoid missing valuable instructional time.