

Liberty Tree Academy 2019-20

UNIFORM POLICY LOWER SCHOOL, grades K-6

The Liberty Tree Academy (LTA) uniform policy helps create the orderly and disciplined environment that is part of the school's mission. This policy is designed to facilitate the education of LTA students and to ensure their safety, and to allow our teachers to focus on the education of our students. This policy will be reviewed and updated as necessary by the LTA Administration and the LTA Board of Directors. If an item is not mentioned as part of the dress code, it is not dress code approved.

Acceptable uniform items may be purchased from stores such as French Toast, Old Navy, Burlington, Lands' End, JCPenney, Kohl's, Target and Walmart. However, Gray and Blue Red Plaid only, must be purchased from French Toast. Please contact the LTA Administration if you need clarification before purchasing uniform items.

Uniforms are mandatory for all LTA Lower School students. Cleanliness and good hygiene are necessary every day for students and their uniforms.

The 2019-20 school year is a transition year for khaki-colored shorts, pants, skirts, and jumpers; this year will be the last year students may wear khaki-colored uniforms in Lower School. Additionally, we are now including navy-colored shorts, pants, skirts, and jumpers. Lower School may wear khaki, navy and gray, but the gray may be from French Toast only.

Shirts

Polos for boys and girls may be long or short sleeved, and collars must be the same color as the shirt. Approved colors are light blue, navy blue, white, or red.

Peter Pan collar blouses for girls and Oxford shirts for boys may be long or short sleeved. Approved colors are light blue or white.

Notes about Shirts

- All shirts must be in the solid colors noted above (no stripes, accent stitching, or visible logos).
- Shirts must be an appropriate length (when hands are raised above head, no part of the abdomen or the back may show at any time).
- Cotton undershirts (short or long sleeved) may be worn only in solid white, under a uniform shirt. Athletic wear and long underwear are not considered undershirts and may not be worn.

- Turtleneck shirts may be worn under a polo shirt, but they may only be solid white. Turtleneck shirts may not be worn by itself as a uniform shirt.
- Uniform shirts must be tucked in at all times in the building. Only during P.E. and recess they be untucked.

Optional Ties for Girls and Boys

Girls may wear ties that are solid navy blue, solid red, or blue red plaid cross ties or long plaid ties (purchased through French Toast only).

Boys may wear ties that are solid navy blue, solid red, or blue red plaid tie (purchased through French Toast only). Boys may also wear bowties in solid navy blue or red.

Pants and Shorts for Girls and Boys

Pants and shorts may have a flat or pleated front in “Dockers” style, with no embellishments of any kind.

The approved colors for shorts and pants are khaki, navy, and gray, but the gray may be purchased through French Toast only.

Notes about Shorts and Pants

- Pants and shorts must be in good condition.
- Pants must be hemmed and the hem cannot drag on the ground.
- Shorts must be hemmed, and the length must be no shorter than one inch above the knee (measured while kneeling on the floor).
- Holes or frayed seams/hems, capris, “skinny” and jean style pants, and sagging waistlines are not allowed.
- Pants with embroidery, beads, side pockets, outside pockets, or zip-off pant legs are not allowed.

Belts

Belts must be solid black in classic leather or faux leather material. They may be flat, braided or woven. They must be worn with a plain belt buckle. In Lower School, belts are only required for grades 3-6.

Skirts and Jumpers for Girls

Skirts may be khaki, navy, gray or blue/red plaid, but gray and blue/red plaid may purchased through French Toast only.

Jumpers may be navy or khaki and only pleated hem jumper are approved.

Notes about Skirts and Jumpers

- Hemlines for skirts and jumpers must be at the top of the kneecap.
- Girls are encouraged to wear inconspicuous shorts under skirts and jumpers. These shorts are required to be worn under skirts and jumpers during Physical Education classes.
- An approved uniform shirt must be worn under the jumper.
- Polo dresses are not permitted.

Sweaters

Sweaters may be crew, V-neck, cardigans or vests (over approved shirts) in solid navy or gray only. Sweaters may not have hoods or logos, and sweatshirts are not approved.

Blazers

No blazers are allowed for lower school.

Socks and Tights (tights are for girls only)

Socks and tights may be navy blue, white, red, khaki, gray or black.

Notes about Socks and Tights

- Socks and tights must be worn with shoes, and socks must be visible above the shoe line.
- Tights may be worn with jumpers and skirts. Tights must have feet; leggings are not allowed.
- Socks and tights must be one solid color from the approved list of colors.
- Tights and socks may not be worn together.

Shoes

- Shoes must be worn at all times. All shoes must have an enclosed toe and heel.
- Girls may wear dress shoes with a heel that is less than one-inch high.
- Tennis shoes may be worn as long as they do not light up (even if they have an on/off switch), have characters, or wheels. They should not be distracting

in color and style. Tennis shoes are required for Physical Education classes.

- High-top shoes may be worn under pants that cover the top of the shoe.
- Shoes must be properly laced and tied at all times. Both laces must be the same solid color.
- The following shoes are not allowed: steel-toed shoes; barefoot-style shoes; flip-flops; boots of any kind, including cowboy, combat and hiking boots (snow boots may be worn into and out of the school on snowy days, but students must change into approved shoes for the rest of the day); clogs, Crocs, mules and slippers.

Coats, Jackets and Hats

Coats, jackets, sweatshirts, and hoodies may only be worn outdoors. Hats must be removed once students enter the building. Hats may be worn outside during recess.

Make Up, Nail Polish, Body Decorations

Make up of any kind is not allowed. Only clear nail polish can be worn. Fake nails are not permitted. Body glitter, stickers, temporary tattoos, and face paint is not allowed.

Jewelry

Simple, modest jewelry is allowed. Only one necklace can be worn at a time, and only one bracelet per wrist. Ankle bracelets are not allowed. Earrings are permitted for girls only, and earrings must be smaller than the size of a dime, only one earring per ear.

Hairstyles

- Hair must be clean and well groomed.
- Any style that impairs vision and/or is a distraction is not allowed.
- Only natural hair colors are allowed.
- Hair extensions are permitted for girls. Shaved sides are not permitted.
- For boys, the hair cannot be worn past the collar.
- Barrettes, bows, headbands and hair elastics must be simple and complement the color of the uniform and/or hair; no loud colors or designs are allowed.

- Extreme hairstyles are not allowed. These include hairstyles such as Mohawks, rattails, mullets, shaved words, cuts/shaves (false hair lines), letters, and symbols.

Miscellaneous

- Costume headbands with ears, springs, lights, etc. are not allowed.
- Hair bows must be reasonably sized and not distracting.
- Any items not covered above are subject to review by the administration.
- Administration will make final decisions regarding uniform issues.
- Cheerful and respectful compliance is expected.
- Uniforms must be worn when on campus and for field trips, unless otherwise stated. Uniforms must also be worn for all before and after-school programs, as well as after-school tutoring and enrichment sessions, except on occasions specified by the instructor.
- Classroom teachers and administrators will make final decisions regarding uniform issues.

UNIFORM POLICY INFRACTIONS

Cooperation and compliance with the LTA uniform policy are expected. Students who come to school out of uniform for the first time will receive a reminder “Oops!” slip from their homeroom teacher. The next time this happens, students will receive an “Oops!” slip that will count as a uniform infraction. Slips must be signed by the parent/guardian and returned to the homeroom teacher within two days. A student’s failure to comply with the uniform policy will result in the following consequences:

- One infraction per quarter:
The student will miss one-half of a recess, and the parent/guardian will be notified by the homeroom teacher.
- Two-three infractions per quarter:
The student will miss one-half recess each day of the infraction, and the parent/guardian will be notified by the homeroom teacher.
- Four+ infractions per quarter:

The student will receive In-School Suspension (ISS), and the parent/guardian will meet with Administration.