

Liberty Tree Academy
2020-21 UNIFORM POLICY
UPPER SCHOOL 7-11

The uniform policy is one piece of LTA's overall mission to set a higher standard of excellence. Not only in dress, but also in conduct, safety, and achievement. This policy is designed to facilitate the education of the LTA students, 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 various stores such as French Toast, Old Navy, Burlington, Lands' End, JCPenney, Kohl's, Target, and Walmart. However, Gray and Blue Red Plaid, must be purchased from French Toast only. Please contact the LTA administration if you need clarification before purchasing uniform items.

MASKS-

Masks for students are MANDATORY for students 11 and older. Masks must be school approved colors (same colors as polo shirts), no neon colors. Masks cannot be distracting; no patterns, symbols, or words. Disposable, N-95, face shields, and neck gaiters are acceptable as long as they are new or washed daily.

Masks are part of the LTA uniform until further notice. If a student shows up to school without a mask, it will count as a uniform infraction.

1st time - Oops! slip and mask from French Toast if a parent cannot be reached to bring one.

2nd time - Oops! slip and disposable mask if a parent cannot be reached to bring one. \$5 fee for 2nd mask.

3rd time - Oops! slip and call to parent to bring a mask. If mask cannot be provided by a parent, the student will need to be picked up to go home.

All students will be required to wear a mask when entering the school at the beginning of the day and in the afternoon when leaving classrooms to go home. Staff and students will wear face coverings in school whenever possible, hallways, before and after school, and when using facilities.

Shirts

- All students are required to wear a uniform polo shirt. Polo's must have functional buttons up to the collar.
- Long or short sleeved collared uniform polos can be ANY SOLID color.
- Female students may wear peter-pan blouses in light blue or white colors.
- Male students may wear Oxford-style dress shirts in light blue or white colors.
- Uniform shirts may only have the top button undone and must not be form-fitting or see through. Camisoles may be worn underneath a polo, solid white color ONLY.
- White turtlenecks or long/short sleeve t-shirts with no designs or labels may be worn under polo.
- Shirts must be tucked in at all times (including after school activities and events).
- NO SWEATSHIRTS/HOODIES

Uniform Style Sweaters

- Sweaters or sweater vests, over a tucked-in uniform polo, are allowed and must be in one of the following SOLID COLORS: navy blue or gray (no stripes, prints, or other designs are allowed with the exception of spirit wear). They must come to hip level and be worn properly or not at all. Wearing them backward, just over the arms, or tied around the waist is not permitted.
- Hoodies, of any kind, are NOT allowed to be worn with uniforms. Oversized clothing is not allowed.
- No ponchos, fleece, or fleece-type materials are allowed.
- Uniform style sweatshirts, sweaters, or undershirts cannot extend past the wrist. Long sleeve shirts with thumb holes are not allowed.

Pants

- Cotton twill blend. Pleated, flat front, straight fit, or “Dockers” uniform style. NO outer-stitched pockets allowed.
- Solid colors of dress khaki (beige, not white), black, navy, and French Toast brand gray (thread must match the color of the material). If wearing black pants or slacks, the shirt or blouse must

be another color (not black). Pants and shirts cannot be the same color (i.e. black polo/black pants, navy polo/navy pants).

- No corduroy, leggings, low riders, tight fitting or skinny, carpenter style, cargo style, stretch material, jean style (outer stitching on pockets or embroidery) or SAGGING pants are allowed at any time.
- Pants must be able to move independent of the leg when walking or they will be considered too tight. If the pants snap back against the outer thigh when pulled away, they are considered too tight. All uniform pants must have some flare at the bottom of the pant leg to be considered uniform style.
- Pants MUST have belts loops, and be clean with no holes, frays, or designs.
- Pants must cover the tops of the shoes and may not be rolled up or fastened with rubber bands.
- ALL pants may only have a maximum of 4 pockets. Side pockets or visible coin pockets are considered to be a 5th pocket and must be sewn closed.

Belts

- Solid black leather, woven, or braided belts are mandatory.
 - Belts with studs or any raised designs are not allowed.
 - Only plain buckles are permitted.
 - A belt's excess cannot be more than 5 inches from the buckle.
- *Yarn or string does not constitute wearing a belt. Belts must be visible at all times.

Shorts and Skirts (Year-round; as appropriate)

- Skirts are to be worn by female students only.
- Shorts and skirts must not be shorter than two inches above the knee.
- Slits on ankle-length skirts cannot be more than 9 inches above hemline. Skirts cannot be made of stretch material.
- Only navy, khaki, black, French Toast brand blue-red plaid and French Toast brand gray colors are allowed. Shorts and skirts cannot be the same color as the shirt or blouse.
- Only one pair of shorts may be worn at a time. Gym shorts may not be worn under uniform shorts.

Shoes, Boots, and Socks

- Closed-toe shoes must be worn at all times. Sandals, flips flops, beach shoes, toe shoes, moccasins, or slippers are not allowed.
- Lace up shoes must be laced and properly tied AT ALL TIMES. Laces must match. Lace-up tennis shoes that extend above the ankle are not permissible with skirts, or shorts. They can be worn with pants, but the tops must be covered by the pant legs.
- No stilettos, high-heeled shoes (over 2 inch heel), “wheelies” (with wheels intact), boots or light up shoes.
- Socks must be matching and ANY SOLID color (no stripes or designs, or multiple-colors).

Coats, Jackets, and Blazers

- Any coat or jacket may only be worn outdoors and must be properly stored on hooks or neatly in lockers when indoors.
- Navy blazers for both boys and girls are optional, except if playing sports competitive sports. Students who play competitive sports are required to wear a blazer on game days.

PE Clothes (7th-11th grade only)

Gym shoes must be worn during PE. PE clothes can be purchased on the French Toast website or through other vendors.

PE clothing guidelines:

Shirts: Cotton T-shirt, solid gray only.

Shorts: Must be mesh, solid navy only. No shorter than two inches above the knee.

Sweatpants: Closed or open bottom, navy; solid color only.

Make Up and Nail Polish (ONLY female students may wear make-up and nail polish)

- Only natural looking make-up is allowed.
- Artificial nails are not allowed.
- Nail polish needs to be the same color on all nails and must not be a distraction.
- Only solid colors are allowed, except for black. No designs/accents.

Jewelry

- Modest jewelry is allowed. Due to student movement, growth, and proximity during the day, excessive jewelry has resulted in serious injuries in many schools. Our dress code mitigates this safety issue.
 - An object that has a purpose other than jewelry cannot be worn as jewelry (i.e. animal chains or animal-like collars or chokers, safety pins, or specialized ear jewelry).
 - Hoop-style or dangling earrings NO larger than a quarter are allowed. This is measured from the top of the earring to the bottom of the earring, not at the piercing.
 - Only female students may wear earrings.
 - Students may NOT have more than one earring per ear. Cartilage piercing and gauging of the ears are not allowed.
 - No more than 1 necklace may be worn.
 - No more than 2 bracelets per wrist may be worn.
 - Watches count as bracelets.
 - Watches with photo/camera, or internet/text capability are not allowed (ex: Smartwatch, Android watch). Digital watches or Fitbits are allowed, provided they do not have the above-mentioned capabilities. If watches become a distraction, students will be asked to remove them.
 - No studded bracelets or wristbands are allowed.
 - Sweatbands are not allowed.
 - Tongue rings, nose rings, barbells, lip rings, or piercings other than in the ear lobe are not permitted.
- *Students who choose to get the above types of piercings or gauging will not be permitted to attend class. Time outside of class due to the above issue(s) is considered unexcused and may impact grades and GPA. ** Any accessory that could potentially detract from the mission and vision of LTA is not permissible.

Hairstyles

- Hair must be clean, well-groomed, and out of the eyes.
- Only NATURAL hair colors are allowed.
- Hair extensions are permitted for female students only; shaved sides on female students are not permitted.

- Extreme hairstyles are not allowed. This includes such hairstyles as mohawks, rat tails, mullets, shaved words, cuts/shaves (false hair lines), letters, or symbols.

*For male students: hair styles cannot stand higher than one inch on head, nor exceed the bottom of the collar. Cultural practices will be taken into consideration.

Miscellaneous

- Students must present a neat and clean appearance.
- Buttons, stickers, visible tattoos (temporary or permanent), or face paintings are not allowed.
- NO writing or drawing on any part of the body at ANY time. This will be written up as a dress code violation and students will not be allowed to return to classes until the ink is completely removed.
- Fishnet stockings, leggings, and decorative/extreme hosiery may not be worn.
- Scarves may not be worn as they detract from the uniform and could become a safety issue.
- The wearing of any kind of hat (caps, visors, beanies, bandanas, etc.) is not allowed within the school building.
- No chains or lanyards of any kind may be worn on top of clothing, on backpacks, or hanging from pockets at any time. Chains/lanyards have presented choking issue, and ripped pants resulted from hanging lanyards.
- Colognes, perfumes, body sprays, hairspray, etc. are not to be applied or sprayed in classrooms or hallways.
- Sunglasses are not to be worn in the school building at any time.
- Items not covered above but considered inappropriate, dangerous, or a distraction from the learning environment are subject to review by the administration.
- Students not involved in an after-school sport need to leave the school campus (building/parking lot) in their uniform (P.E. uniform is not acceptable) unless they must change for a school-sponsored activity.

Any student who has five (5) dress code infractions will be required to wear the following designated uniform purchased from a uniform company: white dress or polo shirt (tucked in), white undershirt, khaki pants, belt. No accessories are allowed. The only permitted outerwear is a French Toast or exact Lee brand uniform sweater or sweater vest. NO EXCEPTIONS.

Students will be required to wear the uniform for nine consecutive weeks. Any student who violates the dress code after the mandatory uniform notification will be required to wear a

uniform for the rest of the school year. Failure to comply with the uniform requirement is a violation of the behavioral contract and can result in separation from the school.

Jeans Day

At the discretion of the LTA staff and administration, students may participate in a school fundraiser and wear denim on designated Fridays by making a \$1.00 contribution to LTA. Please note that jeans days are a privilege, not a policy. If a student is out of dress code, an option will be given from the Uniform Closet.

When choosing denim jeans, please use the following guidelines:

- Students must wear a belt.
- Five Pocket - two in front with a coin pocket (optional) and two in the back. Cargo and painter style jeans are not permitted.
- Flair Leg, Loose fit (Relaxed Fit) or Wide Leg (this does not mean baggies) is permissible. HIP-HUGGERS, LOW-RISE, tight fitting, jeggings or skinny jeans are not permissible (spandex, stretch material, etc.). Pants must be able to move independent of the leg when walking or they will be considered too tight. If the pants snap back against the outer thigh when pulled away, they are considered too tight and are not permitted. Additionally, pants must have flare at the bottom of the leg and cover the tongue of the shoe to avoid confusion about whether they are classified as skinny or straight leg, therefore eliminating those choices.
- Embroidery or designs are only allowed on the back pockets and must not be distracting.
- Pants should be worn at the waist, fit properly, shirt tucked in, with a belt.
- A uniform shirt or a Liberty Tree class or spirit wear shirt must be worn and tucked in.
- No holes or frayed patches or edges in jeans.
- Denim blue, black, gray, or khaki jeans only.
- Jean shorts of appropriate length are allowed but may not be rolled.
- If ANY staff member declares a student's jeans too tight, a Dress Code Violation will be given and will require the student to put on a school uniform. A student will lose their jeans-day privilege for a period of 9 weeks if they are asked to change their jeans more than twice.

Dress Up Days (Sports Banquets, Awards Ceremony, etc.)

Boys

- Ties and blazers are required.

- Oxford-style or cotton dress shirt, long or short sleeved and tucked in: Any SOLID color.
- A tie (Blue Red Plaid only, from French Toast).
- Dress pants with a belt.
- Dark dress socks, dark dress shoes, or CLEAN solid black tennis shoes.

Girls

- Dress or skirt no higher than the top of the kneecap (The non-shear portion of a skirt or dress must come to the top of the knee while standing or sitting).
- Dresses must have long or short sleeves and a conservative neckline (no ties are permitted).
- Dress slacks and skirts are acceptable with a dress shirt.
- Peter Pan Blouse: Any SOLID color.
- No spandex, leggings, or stretch material. Pants must be able to move independently of the leg when walking or they will be considered too tight. If the pants or skirt snaps back against the outer thigh when pulled away, they are considered too tight.
- Dress shoes or sandals only, with moderate heels neither (stilettos nor heels more than 2 in.).
- Sneakers and Chucks are not considered dress shoes for boys or girls.

Individual/Class Picture Day

- Students can wear regular school uniform or dress up clothes for individual pictures. Students must wear regular school uniform for class picture.

NOTE: The LTA staff, with support of the LTA Board, reserves the right at its discretion to deny any item that is noticeably different in style, color, or fabric. The administration, classroom teachers, classroom aides and helpers will enforce the dress code. The teachers will be responsible for reminding students of neatness (tucking in of shirts, etc.). Any checking will be done visually and if a non-conformance is found, students will be required to be in dress code before returning to class. LTA staff reserves the right to contact parents for a change of clothes if necessary.